



Manual

Pocket PC Phone

Welcome

Congratulations on the purchase of a new **Windows Mobile™-based Pocket PC Phone**. The integrated wireless voice and data capabilities mean that as well as keeping your important **PIM** information up-to-date and close at hand, you can make calls, send and receive e-mail, and look up valuable information from the Internet or your company's network anytime, anywhere. Also, with **Microsoft® ActiveSync®** the power of your device is increased by allowing you to synchronize the information on your PC with your device.

Before getting started

Before using and exploring your new Pocket PC, some warning notes and regulatory information are very important for you to go through.



THE DEVICE IS NOT CHARGED WHEN YOU TAKE IT OUT OF THE BOX. (For information, see *Chapter 1 : Getting Started*)



DO NOT REMOVE THE BATTERY PACK WHEN THE DEVICE IS CHARGING.



IN MANY COUNTRIES YOU ARE REQUIRED BY LAW TO TURN OFF YOUR PHONE WHEN YOU FLY. TURNING OFF YOUR POCKET PC DOESN'T TURN OFF YOUR PHONE; YOU MUST TURN OFF YOUR WIRELESS CONNECTION TO YOUR OPERATOR'S NETWORK.



YOUR WARRANTY IS INVALIDATED IF YOU OPEN OR TAMPER WITH THE DEVICE'S OUTER CASING. (For more information, see the *enclosed warranty information*)

Important Safety Precautions

When using this product, the safety precautions below must be taken against possible legal issues and damages.

■ ELECTRICAL SAFETY

This product is intended for use when supplied with power from the battery pack **BTR6600**. Other usage will invalidate any approval given to this product and may be dangerous.

■ SAFETY IN AIRCRAFT

The interference would be caused by this product to an aircraft's navigation system and its network. In most countries, using this product on board an airplane is against the law.

■ SAFETY FOR ENVIRONMENTS

Do not use this product in gas stations, fuel depots, chemical plants or where blasting operations are in progress, or in potentially explosive atmospheres such as fuelling areas, below deck on boats, fuel or chemical transfer or storage facilities, and areas where the air contains chemicals or particles, such as grain, dust, or metal powders. Please be aware that Sparks in such areas could cause an explosion or fire resulting in bodily injury or even death.

■ SAFETY ON THE ROAD

Vehicle drivers in motion are not permitted to use telephony services with the handheld device, except in the case of emergency. In some countries, using hand-free devices as an alternative is allowed.

■ SAFETY FOR MEDICAL EQUIPMENT

This product may cause malfunctions of medical equipment. In most hospital or medical centers, use of this product is forbidden.

■ NON-IONISING RADIATION

This product should be operated in the suggested normal condition only to ensure the radiative performance and safety of the interference. As with other mobile radio transmitting equipment, users are advised that for satisfactory operation of the equipment and for the safety of personnel, it is recommended that no part of the human body be allowed to come too close to the antenna during operation of the equipment.

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Chapter 1

Getting Started

1.1 Knowing Your Device

1.2 Battery

1.3 Accessories



1.1 Knowing Your Device

Front , Top and Left Side Panel Components

MMC/SD cards or SDIO accessories slot

Insert either MMC/SD cards or SDIO accessories in this slot.

Contact

Press for quick access to your Contacts.

Record

Press to record a voice note/ launch voice commander.

Volume

Press up/down to adjust the volume of your device.

Camera

Press to launch camera /video program. Press again to take a picture.

Infrared Port

Enables you to exchange file(s) or data with other devices without cables/wires.

Start

Press to display program menu.

Send

Press to answer an incoming call or to dial a number.

Messaging

Press for quick access to email/MSN messages.

Power Button/Backlight

Press to turn on/off your Pocket PC or Backlight.

Earphone Microphone

Allows you to listen to audio media or use the phone's hands-free kit.

Speaker

Listen to audio media or a phone call from here.

Calendar

Press for quick access to your calendar.

Touch Screen

Pocket IE

Press for quick access to WEB and WAP sites.

OK/Close

Press to end a call.

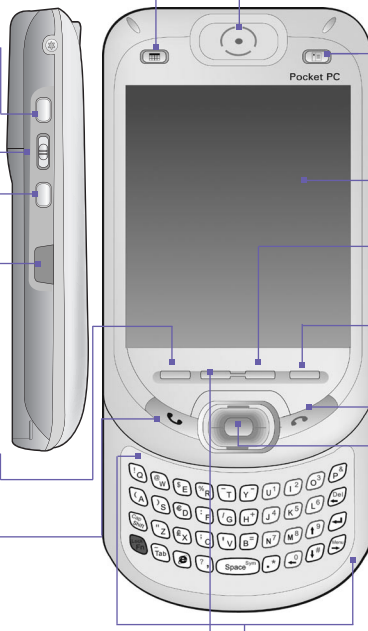
Navigation Pad

Press to move up/down and left/right through any of the drop down menus or program instructions; select by pressing in the center. When in the dialer screen :

Left - Press once to access the Speed Dial feature.

Right - Press once to access the Call History feature.

QWERTY Keyboard
Press to enter letter/symbol.





Back, Bottom and Right Side Panel Components

Car Antenna Connector

If available, you can attach your phone to its antenna and utilize its superior reception quality.

Stylus and Stylus Slot

Notification LED

Bi-color LED on the right :

For CDMA standby, message, and network status, PDA notification, PDA charging status.

Blue LED on the left :

For Bluetooth system notification of powered-on and ready to transmit RF signal.

Microphone

Speak here when receiving or making a phone call or voice recording.

Soft Reset

Press here with stylus to reset your device.

Built in Flashlight

Preview Mirror

Camera Lens

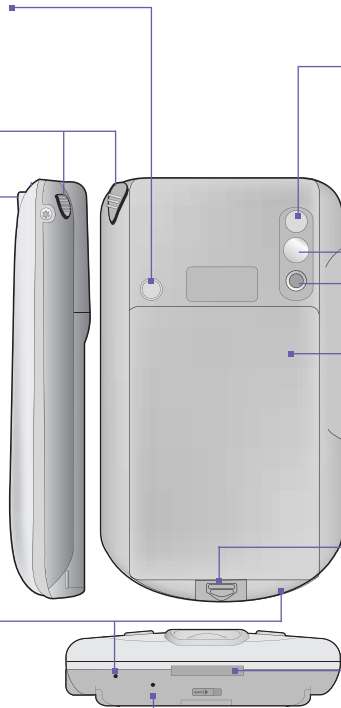
Back Cover

Fixing Lock

Press to release the back battery.

Sync Connector

Use this connector when synchronizing / transmitting data or recharging.



1.2 Battery



Warning : To reduce risk of fire or burns, do not disassemble, crush, puncture, short external contacts, heat above 60°C (140°F), or dispose of in fire or water. Replace only with manufacturer specified batteries. Recycle or dispose of used batteries to the local regulations.



Your Pocket PC Phone contains a rechargeable Li-ion polymer battery under the back cover. Battery power depends on whether you are talking on the phone, using the PDA functions or if the device is on standby.

Battery life estimates :

- **Talk-time** : 3 ~ 4 hrs,
- **PDA** : 15 hrs (approx.),
- **Standby** : 168 hrs (approx.),
- **Data retention time** : 72 hrs.


The above times are based on using one function at a time, interchanging between functions will vary the battery life.

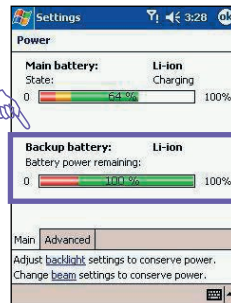
Data Retention

It is vital to keep your battery charged. Because your Pocket PC does not have a hard drive, all data and any new programs you install are stored in RAM. If the battery completely drains any data or new programs you installed will be erased. Only the default programs on the device when you bought it will remain.

To prevent this kind of data loss, a portion of the main battery will keep your data safe for **72 hours** if your device runs out of power. An additional battery, the backup battery, is designed to keep your data safe when you remove the main battery. It will keep this data safe for **20 minutes**.



WARNING : BE SURE TO CHECK THE BACKUP BATTERY POWER REMAINS AT LEAST AT **50% OR ABOVE** BEFORE YOU REMOVE THE MAIN BATTERY BY TAPPING  → **Settings** → **System tab** → **Power**

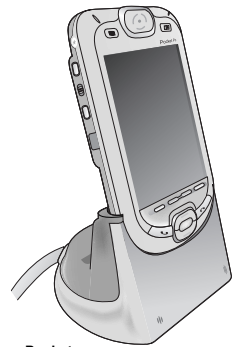


To recharge your device

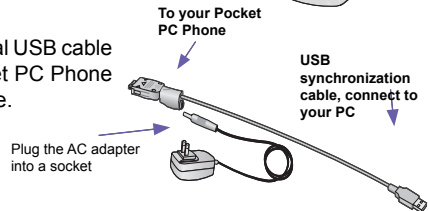
You can recharge your device in the following ways :



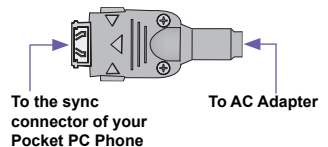
- 1 Place your Pocket PC Phone in the cradle and connect the cradle to an external power source with the AC Adapter. Before using your Pocket PC, charge the battery for at least 8 hours period for the first time. Then, place it in the cradle for a short time each day to recharge it to its full capacity.



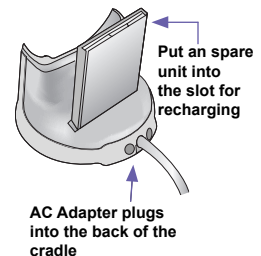
- 2 Plug the AC Adapter into the optional USB cable head and then connect your Pocket PC Phone directly to an external power source.



- 3 Plug the AC Adapter into the optional AC Adapter Converter and then connect to sync connector of your Pocket PC Phone directly to an external power source without using the cradle.



- 4 If you have spare battery for your Pocket PC Phone, you can also put the battery into the slot in the cradle for recharging.



When Your Battery is Low

When the low battery-warning message appears, immediately save any data you are working on, perform a synchronization with your PC, then turn off your Pocket PC. If your device does shut down, the backup portion of your main battery will protect the data for about 72 hours.

To view the battery status:

Tap  →  → **Settings** → **System** tab → **Power**.



ALWAYS KEEP THE POWER STATUS OF THE BACKUP BATTERY REMAINS AT LEAST AT 50% OR ABOVE.

1.3 Accessories

USB Cradle

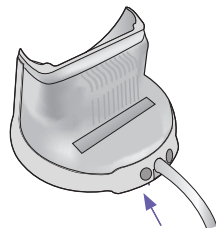
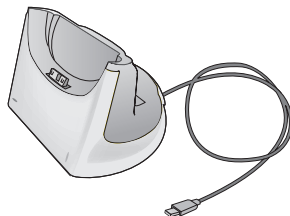
Your Pocket PC Phone comes with a USB cradle. This allows you to recharge your Pocket PC Phone with the AC ADAPTER, as well as synchronize information between your Pocket PC and a PC using ActiveSync.



To synchronize the **USB Cradle** must be plugged into an available USB port on your PC.



For battery recharging, you must plug the AC Adapter into the back of cradle.



AC Adapter plugs into the back of the cradle for battery recharging

AC Adapter Converter

AC Adapter converter in combination with the AC Adapter allows you to recharge your device without the cradle.

USB Sync Cable

The USB cable (user's optional item) allows you to synchronize with your desktop without the cradle. The AC converter in the head also allows you, in combination with an AC Adapter, to recharge your device.

Stereo Headset

The stereo headset has a volume control jog dial and a button to press to pick up a phone call.



Chapter 2

Knowing Your Pocket PC

- 2.1 Starting Up
- 2.2 Entering Information
- 2.3 Writing on the Screen
- 2.4 Drawing on the Screen
- 2.5 Recording a Message
- 2.6 Finding and Organizing Information


2.1 Starting Up

Screen Tapping, Calibration and Re-calibration

When you first start up your Pocket PC Phone, you will be asked to calibrate the screen by tapping the center of across with your stylus as it moves around the screen. This process ensures that when you tap the screen with your stylus the item tapped is activated.

To re-calibrate the screen :


If your device does not accurately respond to screen taps, you will need to re-calibrate it.

- 1 Tap  → **Settings** → **System** tab → **Screen**.
- 2 Tap **Align Screen** button on **General** tab to re-calibrate the screen as described above.



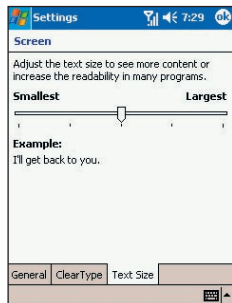
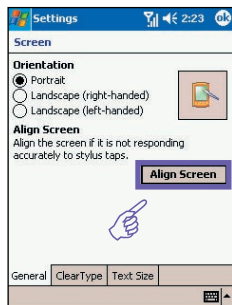
When aligning the touch screen, tap the target firmly and accurately.

Screen Orientation

To switch the orientation of your LCD screen between Portrait and Landscape mode if needed, you can select the **Orientation** options by tapping  → **Settings** → **System** tab → **Screen**. This helps to get a better view or a better operation interface when running certain programs on your Pocket PC Phone, long blocks of text may be easier to read using Landscape orientation.

For easier reading of text in programs that support **ClearType**, tap the **ClearType** tab, and then select **Enable ClearType**.



To increase readability or see more content by adjusting the size of text in programs that support it, tap the **Text Size** tab, and then use the slider to make text larger or smaller.



Today Screen

The **Today** screen displays important information, such as today's appointments and status icons for your device. Tap the information listed on the **Today** screen to open the associated program.




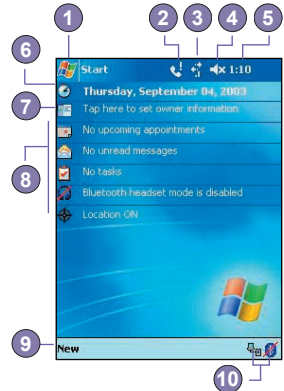
- 1 Tap to go to a program.
- 2 Tap to view notification information.
- 3 Tap to view network status and options.
- 4 Tap to change volume or mute all sounds.
- 5 Tap and hold to change time format.
- 6 Tap to change date and time.
- 7 Tap to change owner information.
- 8 Your day at a glance period. Tap to open the associated program.
- 9 Tap to create a new item.
- 10 Tap  to disconnect **ActiveSync** or tap  to turn on/off **Bluetooth**.



To go back to **Today** screen when you are using other programs, just tap  → **Today**.

















To customize the **Today** screen display, including the background image, tap  → **Settings** → **Personal** tab → **Today** (For more information, please see [Chapter 5](#)).



Indicators

Following are some of the status icons you may see.

Indicators	Meaning
 / 	Turns sounds on / off.
 / 	Main battery with full strength / No battery.
 / 	Main battery low / very low.
	Backup battery is very low.
	Connection is active.
	Indicates that you are roaming in a different network area.
	Notification that one or more instant messages were received.
	Notification that one or more mobile e-mail / SMS messages were received.
 / 	Indicates the connection to your mobile phone service provider is on / off and the strength of the signal.
	If more notification icons need to be displayed and there is no room to display them, this indicator will display. Tap the icon to view all notification icons.

Notifications

Your device reminds you in a variety of ways when you have something to do or receive a SMS. For example, if you've set up an appointment in Calendar, a task with a due date in Tasks, or an alarm in Clock, you will be notified in any of the following ways:

- A message box appears on the screen.
- A sound, which you can specify, is played.
- A light flashes on your device.
- The device vibrates.



To choose reminder types and sounds for your device, tap → **Settings** → **Personal** → **Sounds & Notifications**. The options you choose here apply throughout the device.

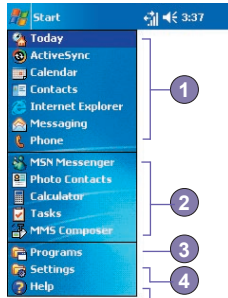
Navigation Bar

The navigation bar, located at the top of the screen, displays active programs and current time, enables you to switch to programs and close screens.

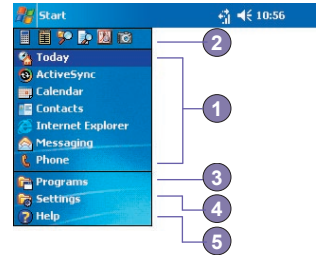


- 1 Tap to switch to a program.
- 2 Tap to switch to a program that you recently used.
- 3 Tap to see more programs.
- 4 Tap to change device settings.
- 5 Tap to see a **Help** topic for the current screen.

In Portrait mode :



In Landscape mode :

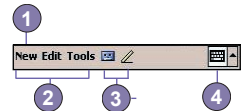


Command Bar

Use the command bar at the bottom of the screen to perform tasks in programs. The command bar includes menu names, buttons, and the **Input Panel** button.



- 1 To create a new item in the current program, tap **New**.
- 2 Tap to select menu commands.
- 3 Tap to select button commands.
- 4 Tap to display the input panel.



To see the name of a button, tap and hold the stylus on the button.

Drag the stylus off the button so that the command is not carried out.


Pop-Up Menus

Use pop-up menus to quickly perform an action on an item. To access a pop-up menu, tap and hold the item that you want to perform the action on. When the menu appears, tap the action you want to perform, or tap anywhere outside the menu to close it without performing an action.




- 1 Tap and hold to display the pop-up menu.
- 2 Lift the stylus and tap the action you want.
- 3 Tap outside the menu to close it without performing an action.

Programs









You can switch from one program to another by selecting it from the  menu.















To access some programs, tap  → **Programs**, then the program name.

You can also switch to some programs by pressing a program button on your device. For more information about the **Button** settings, please see [Chapter 5](#).

The following table contains a partial list of programs on your device. Look on the *Pocket PC Phone Companion CD* for additional programs that you can install onto your device.

Icon	Program	Description
	ActiveSync	Synchronizes information between your device and PC.
	Calendar	Keeps track of your appointments and creates meeting requests.
	Contact	Keeps track of your friends and colleagues.
	Messaging	Sends and receives email/ text messages.
	Pocket IE	Pocket Internet Explorer browses Web and WAP sites, and downloads new programs and files from the Internet.
	Notes	Creates handwritten or typed notes, drawings, and recordings.
	Phone	Makes and receives calls, switches between calls and sets up conference calling.
	Tasks	Keeps track of your tasks.

Icon	Program	Description
	Windows Media	Enables the multimedia function on your Pocket PC Phone.
	Pocket Excel	Creates new workbooks or view and edit Excel workbooks.
	Pocket Word	Creates new documents or view and edit MS-Word documents.
	MSN Messenger	Sends and receives instant messages with your MSN Messenger contacts.
	Picture	Collects, organizes and sorts .jpg picture files on your Pocket PC phone or on a storage card.
	Calculator	Performs basic arithmetic, such as addition, subtraction, multiplication, and division.
	Games	By default, there are two games, Jawbreaker and Solitaire , included in this folder.
	File Explorer	Views all the files on your Pocket PC Phone.
	Camera	Snaps photos or shoots video clips with accompanying audio.
	Album	Collects, organizes and sorts .JPG/.BMP/.GIF picture files on your Pocket PC phone from Camera or ActiveSync .
	Wireless Modem	Enables your Pocket PC Phone as an external modem for a PC or Notebook by using a USB port, Bluetooth or infrared.
	xBackup	Backs up your Pocket PC Phone files to ROM or an SD card.

Program for each button can be reprogrammed.

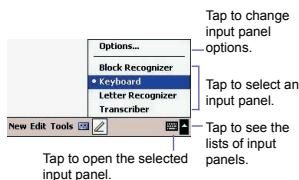
2.2 Entering Information

You can enter information on your device in several ways, depending on the type of device you have and the program you are using.

- **Synchronizing** - Using **ActiveSync**, exchange information between your PC and device. (For more information on **ActiveSync**, see **Chapter 4**.)
- **Typing** - Using the **Input Panel** or the **QWERTY** keyboard on the bottom of your device, enter typed text into the device. You can do this by tapping keys on the on screen soft keyboard, by pressing the **QWERTY** keyboard or by using the handwriting recognition software.
- **Writing** - Using the stylus, write directly on the screen.
- **Drawing** - Using the stylus, draw directly on the screen.
- **Recording** - Create a stand-alone recording or embed a recording into a document or note.








Using the Input Panel

Use the input panel to enter information in any program on your device. You can either type using the **QWERTY Keyboard**, soft **Keyboard** or write using **Letter Recognizer**, **Block Recognizer**, or **Transcriber**. In either case, the characters appear as typed text on the screen.




Typing in QWERTY Keyboard




- 1 Slide the main screen upward to reveal the **QWERTY** keyboard.
- 2 To type lowercase letters, press the keys with fingers.
- 3 To type a single uppercase letter or symbol, press the  key.
- 4 To type capital letters, press  → , to release it press  →  again.
- 5 To type a number or symbol, press  key. Press  twice to type a series of numeric symbols.




To type with the soft keyboard

To show or hide the input panel, tap the Input Panel button . To see your choices tap the arrow next to the **Input Panel** button.

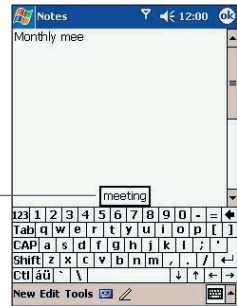
- 1 Tap the arrow next to the **Input Panel** button  and then **Keyboard**.
- 2 To type lowercase letters, tap the keys with the stylus.
- 3 To type a single uppercase letter or symbol, tap the **Shift** key. To tap multiple uppercase letters or symbols, tap the **CAP** key. You can also tap and hold the stylus on the key and drag up to type a single uppercase letter.
- 4 To add a space, except tapping the space bar, you can also tap and hold any key and then drag the stylus to the right across at least two others.
- 5 To backspace one character, except tapping the backspace key, you can also tap and hold any key and then drag the stylus to the left across at least two others.
- 6 To insert a carriage return, tap and hold the stylus anywhere on the keyboard and drag down.

When you use the input panel, your device anticipates the word you are typing or writing and displays it above the input panel. When you tap the displayed word, it is automatically inserted into your text at the insertion point. The more you use your device, the more words it learns to anticipate.

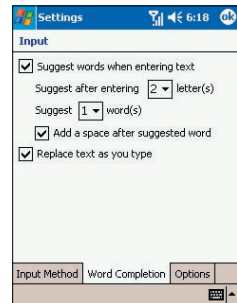


To change word suggestion options, such as the number of words suggested at one time, Tap  → **Setting** → **Personal** tab → **Input** → **Word Completion** tab.

For more information about **Input** settings, please see **Chapter 5**.





Tap to add the word if this is the right one for you.

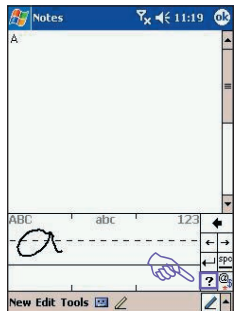


Using Letter Recognizer

With **Letter Recognizer** you can write letters using the stylus just as you would on paper.


- 1 Tap the arrow next to the Input Panel button  and then **Letter Recognizer**.
- 2 Write a letter in the box.


When you write a letter, it is converted to typed text that appears on the screen. For specific instructions on using **Letter Recognizer**, with **Letter Recognizer** open, tap the question mark  next to the writing area.

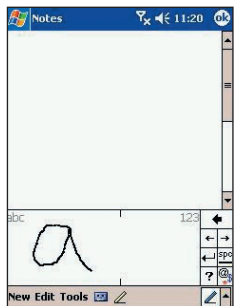


Using Block Recognizer

With **Block Recognizer** you can input character strokes using the stylus that are similar to those used on other devices.


- 1 Tap the arrow next to the Input Panel button  and then **Block Recognizer**.
- 2 Write a letter in the box.

When you write a letter, it is converted to typed text that appears on the screen. For specific instructions on using **Block Recognizer**, with **Block Recognizer** open, tap the question mark  next to the writing area.

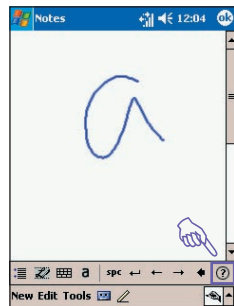


Switching to Transcriber


With **Transcriber** you can write anywhere on the screen using the stylus just as you would on paper. Unlike **Letter Recognizer** and **Block Recognizer**, you can write a sentence or more of information. Then, pause and let **Transcriber** change the written characters to typed characters.

- 1 Tap the arrow next to the Input Panel button  and then **Transcriber**.
- 2 Write anywhere on the screen.


For specific instructions on using **Transcriber**, with **Transcriber** open, tap the question mark in the lower right hand corner of the screen.



To punctuate in Transcriber :

- 1 Tap the keyboard button  on the tool bar.
- 2 Tap the desired punctuation.
- 3 Tap **OK** to hide the keyboard.

To learn writing in Transcriber :

- 1 Tap button  on the tool bar.
- 2 A **Letter Shapes Selector** screen appears :
 - At the bottom of the screen, select the character you wish to explore.
 - At the top of the screen, tap the picture of this character. It slowly redraws, showing the writing sequence.
 - Select how often you write the character using that method.



When you finish the selection through all the letters, you can save as a profile by tapping **File** → **Save** → And enter a name for the profile.

Using Profiles

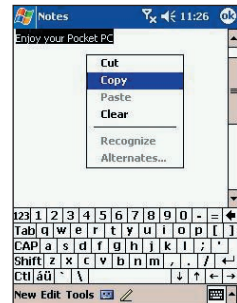
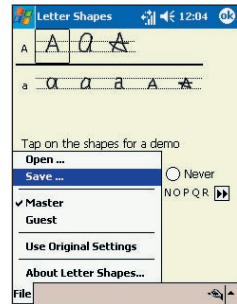
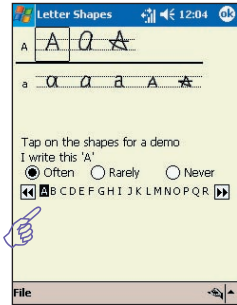
Letter Shape Selector supports two profiles by tapping **File** → **Master** or **Guest** :

- **Master** : Typically used by the Pocket PC's primary user. This profile is unaffected by any **Guest** user settings.
- **Guest** : For temporary device usage by another person.

Editing/Selecting Text

Each input program provides cursor keys to move through text and backspace so that you can correct spelling, grammar or insert additional information. Alternatively, you can use your stylus to make an insert.


To select typed text if need, drag the stylus across the text you want to select. You can cut, copy, and paste text by tapping and holding the selected words and then tapping an editing command on the pop up menu, or by tapping the command on the **Edit** menu.



2.3 Writing on the Screen

In any program that accepts writing, such as the **Notes** program, and in the **Notes** tab in **Calendar**, **Contacts**, and **Tasks**, you can use your stylus to write directly on the screen. Write the way you do on paper. You can edit and format what you have written and convert the information to text at a later time.



Tap the pen button  to switch to writing mode. This action displays lines on the screen to help you write.




Some programs that accept writing may not have the pen button. See the documentation for that program to find out how to switch to writing mode.

Selecting Writing

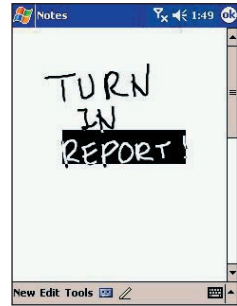
If you want to edit or format writing, you must select it first.



- 1 Tap the button  again to exit writing mode. This helps to select the writing text more easier.
- 2 Tap and hold the stylus next to the text you want to select until the insertion point appears.
- 3 Without lifting, drag the stylus across the text you want to select.

If you accidentally write on the screen, tap **Edit**, then **Undo** and try again.

You can cut, copy, and paste written text in the same way you work with typed text: tap and hold the selected words and then tap an editing command on the pop up menu, or tap the command on the **Edit** menu.



Tap the Pen button and use your stylus like a pen.

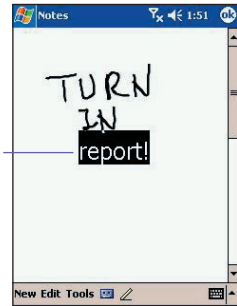
Converting writing to text

- 1 On the writing note, tap **Tools** and **Recognize** from the menu bar.
- 2 If you want to convert only certain words, select them before tapping **Recognize** on the **Tools** menu (or tap and hold the selected words and then tap **Recognize** on the pop up menu).

If a word is not recognized, it will be left as writing. And if the conversion is incorrect, you can select different words from a list of alternates or return to the original writing.

- Tap and hold the incorrect word (tap one word at a time), then tap **Alternates** from the pop up menu. A menu with a list of alternate words appears. Tap the word you want to use, or tap the writing at the top of the menu to return to the original writing.

The writing is turned into text.



To get good recognition :

- 1 Write neatly.
- 2 Write on the lines and draw descenders below the line. Write the cross of the "t" and apostrophes below the top line so that they are not confused with the word above. Write periods and commas above the bottom line.
- 3 For better recognition, use a zoom level of 150% or higher by tapping **Tools** → **Zoom** to change the zoom level.
- 4 Write the letters of a word closely and leave big gaps between words so that the device can easily tell where words begin and end.
- 5 Hyphenated words, foreign words that use special characters such as accents, and some punctuation cannot be converted.

If you edit or add to a word after attempting to recognize it, the new writing will not be included if you attempt to recognize it again.

2.4 Drawing on the Screen

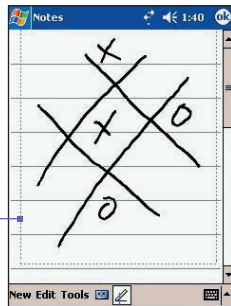
You can draw on the screen in the same way that you write on the screen. The difference between writing and drawing on the screen is how you select items and how they can be edited. For example, selected drawings can be re-sized, while writing cannot.

To create a drawing :



Cross three ruled lines on your first stroke. A drawing box appears. Subsequent strokes in or touching the drawing box become part of the drawing. Drawings that do not cross three ruled lines will be treated as writing.

The drawing box indicates the boundaries of the drawing.



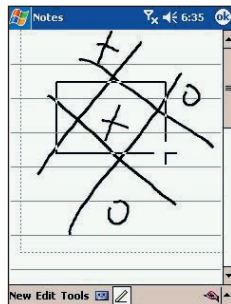
Pen button

To select a drawing :

If you want to edit or format a drawing, you must select it first.



- 1 Tap and hold the stylus on the drawing until the selection handle appears. To select multiple drawings, deselect the pen button and then drag to select the drawings you want.
- 2 You can cut, copy, and paste selected drawings by tapping and holding the selected drawing and then tapping an editing command on the pop up menu, or by tapping the command on the **Edit** menu. To re-size a drawing, make sure the Pen button is not selected, and drag a selection handle.








To change the zoom level so it is easier to work or view your drawing, tap **Tools** and then select a zoom level.

2.5 Recording a Message

In any program where you can write or draw on the screen, you can also quickly capture thoughts, reminders, and phone numbers by recording a message. In **Calendar**, **Tasks**, and **Contacts**, you can include a recording in the **Notes** tab.

In the **Notes** program, you can either create a stand-alone recording or include a recording in a written note. If you want to include the recording in a note, open the note first. In the **Inbox** program, you can also add a recording to an e-mail message.

To create a recording

- 1 To add a recording to a note, open the note before recording. Tap  → **Notes**
- 2 If you do not see the **Record/Playback** toolbar, tap .
- 3 Hold your device's microphone near your mouth or other source of sound.
- 4 To start recording, tap . A beep will sound.
- 5 To stop recording, tap . Two beeps will sound. The new recording appears in the note list or as an embedded icon.
- 6 To play a recording, tap  in the open note or tap the recording in the note list.

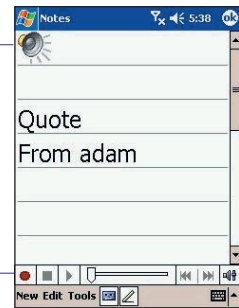


You can also invoke the **Record/Playback** toolbar by pressing the **Record** button, the first button from the top on the left side of your Pocket PC Phone.



To quickly create a recording, hold down the **Record** button. When you hear the beep, begin your recording. Release the button when you are finished. The new recording is stored in the open note or as a stand-alone recording if no note is open.

Indicates an embedded recording.



Tap to show or hide the Recording tool bar

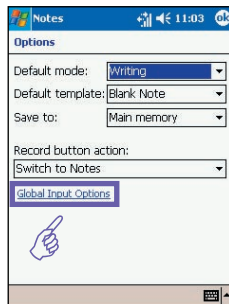
Tap to begin recording

Change recording formats

In the note list, tap **Tools** → **Options** → **Global Input Options** link (at the bottom of the page).




- 1 **Mobile Voice** is a 2.4 KB audio coded (compressor decompressor). It is the recommended format because it provides good voice recording and takes far less storage space than **PCM**.
- 2 **Pulse Code Modulation (PCM)** provides slightly better sound quality. However, **PCM** recordings may take up to 50 times more storage space than **Mobile Voice** recordings. **PCM** cannot be used to create recordings that are embedded in notes.

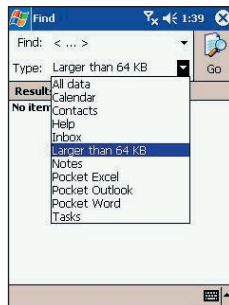


2.6 Finding Information

The **Find** feature on your Pocket PC Phone helps you quickly locate the information you need.



- 1 Tap  → **Programs** → **Find**.
- 2 In **Find**, enter the file name, word, or other information you want to search for. If you have looked for this item before, tap the **Find** arrow and select the item from the list.
- 3 To help narrow your search select a data type under **Type**.
- 4 Tap **Go**. The **My Documents** folder and sub-folders are searched.
- 5 In the **Results** list, tap the item you want to open.



To quickly find information that is taking up storage space on your device, select **Larger than 64 KB** in **Type**.

Chapter 3

Using Your Phone

3.1 About Your Phone

3.2 Making a Call

3.3 Receiving a Call

3.4 In-call Options

3.5 Contacts Information



3.6 Additional Dialing Information

3.7 Secure Your Phone

3.1 About Your Phone

Like a standard mobile phone you can use your Pocket PC to keep track of calls and send SMS messages. You can also take notes while talking and dial directly from Microsoft Contacts.

About The Dialer Screen

To access the Dialer Screen, tap , then **Phone**, or press  on your device. From this screen, you can access **Call History**, **Speed Dial** and **Phone Setting**. Signal status information and important icons that tell you about your call include :












- 1 The icon indicates the strength of the signal.
- 2 Last number details are displayed here.
- 3 Keypad for inputting.
- 4 Task bar to access phone setting.
- 5 Tap to make a call.
- 6 Stores numbers you call often.
- 7 View all call history, including received, dialed and missed calls.
- 8 Tap to end a call.



Indicators

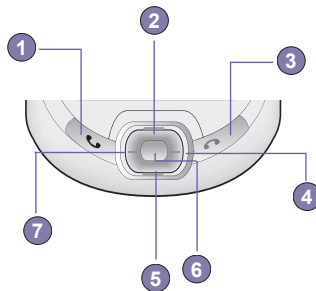
Below are some of the status icons you may see.

Indicator	Meaning
	Phone off or out of network service. Tap this icon to turn on the phone
	In network service, tap this icon to turn off the phone.
	Call Missed. Tap this icon to view the call(s) you missed.
	Unread E-mail or SMS. Tap the icon to view unread SMS or E-mail.
	Connecting in progress. The icon will disappear when you are connected to your ISP.
	Shows voice privacy is not available.
	Roaming allows you to use the phone anywhere in the world using local phone number.
	Enables the network to detect your position.
	Indicates your connection is at full strength.

The Navigation Pad and Dialing





- 1 **Take Call** - Press to take an incoming call.
Dialer Screen - Press to activate the dialer screen.
Speakerphone - During a call, press and hold to turn the speakerphone on or off.
Dial - Press to dial a number.
- 2 **Scroll Up** - Press to scroll up through a list.
- 3 **End Call** - Press to end a call.
- 4 **Call History** - After launching the dialer screen, press to enter the Call History feature.
- 5 **Scroll Down** - Press to scroll down through a list.
- 6 **Center** - Press to select a menu item.
- 7 **Speed Dial** - After launching the dialer screen, press to enter the Speed Dial feature.



Checking Your Connection

The default settings for your device are programmed to assume that you want to use your phone. Your device will automatically connect your mobile phone to your service provider's network.

The icon  indicates that you are connected to your service provider's network. A full strength signal is indicated by . As the strength of the signal diminishes so will the number of vertical bars in the icon, with no bars indicating no signal.




IN MANY COUNTRIES YOU ARE REQUIRED BY LAW TO TURN OFF YOUR PHONE WHEN YOU FLY. TURNING OFF YOUR POCKET PC DOESN'T TURN OFF YOUR PHONE; YOU MUST TURN OFF YOUR WIRELESS CONNECTION TO YOUR OPERATOR'S NETWORK.



Turning The Phone On and Off

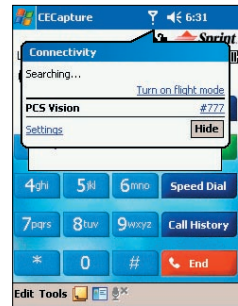
You can turn your phone on and off while keeping your actual device turned on.







- 1 While using any program on your device, tap  in the title bar at the top of the phone's display.
- 2 Tap **Turn on flight mode** or **Turn off flight mode** option in the pop-up menu.
- 3 To receive calls when your device is turned off, leave the Phone turned on.



You can use other programs on your device during a call. To quickly switch back to Phone, tap , or tap  → **Phone**.



Adjusting The Phone Volume

- 1 During a call, tap  or press the volume on the side of your device.
- 2 You can select to adjust the phone volume  (ring) or device volume  (notification levels and MP3) on the pop-up menu.
- 3 If you select Vibrate mode,  will appear in the title bar at the top of the phone display.
- 4 Turn off the volume by choosing the **Off** option.






To adjust the conversation phone volume, you must do it during a call. Adjusting the volume at another time will affect the ring, notification and MP3 levels.

3.2 Making a Call

With your Pocket PC Phone, you can make a call from the **Dialer**, **Contacts**, **Speed Dial**, and **Call History**.

To make a call from the Dialer :

The most direct method is by using the Phone keypad.

- 1 Press  to bring up the dialer screen.
- 2 Tap the number on the keypad then tap  or press  button.

Back Spacing and Deleting



If you tap a wrong number, you can tap back space arrow key to erase individual numbers one at a time.




You can also delete all the numbers in the window by tapping **Edit** and then **Clear**.

To make a call from Contacts :


You can make a call from Contacts in the following ways :

Option 1




Press the Microsoft Contacts Button, find the contact and then tap  twice -- once to send to the dialer screen and once to call.



The pop up menu and  button will by default display **Call Work Tel**. However, you can customize it so that the mobile number or e-mail is displayed instead, see Option 3 below for specific details.

Option 2



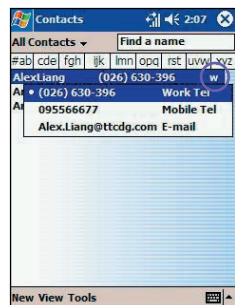
Select a contact in the contacts list and then press left or right on the navigation pad to select a phone number. Press  to call.

Option 3



In the contacts list, tap the **w** in the right column next to the contact you want to customize. A pop-up menu will display the phone numbers and e-mail addresses for this contact. Tap desired phone number to call.

tap the **w** here to pop-up all the phoned numbers and e-mail for this contact



To make a call from Speed Dial :

Create speed dials to call frequently-used numbers with a single tap. Before you can create a speed dial entry for a phone number, that number must already exist in Contacts.



- 1 From the Phone keypad, tap **Speed Dial** → **New**.
- 2 Tap the desired contact name and number.
- 3 In the **Location** field, tap the Up/Down arrows to select an available location to assign as the new speed dial entry. The first speed dial location is reserved for your voice mail.

By memorizing the position in the Speed Dial list of a number, you can dial the number by entering its position number.

For example:

Alex Liang is at position **3**. To dial his number simply tap and hold 3 on the dialer keypad; if the number holds a position of 10 or more, tap the first number, and then tap and hold the second to dial.



By default the **Location** function will give you the next available position in the **Speed Dial** list. If you want to put a number in a position that is already occupied, the new number will replace the number already there.

Tips for Speed Dial Setting








To create a speed dial entry from Contacts, **tap and hold** the contact name, tap **Add to Speed Dial**, and then tap the Up/Down arrows to select an available location to assign as the new speed dial entry.






To delete a speed dial entry, go to the **Speed Dial** list, tap and hold the contact name in the box to the right of the assigned speed dial number, and then tap **Delete**.

To make a call from the Call History :

- 1  Go to **Phone** and press the right side of the navigation pad or tap **Call History**
- 2 Find the call details by first selecting the category it is filed under. Tap on **All Calls** on the top left corner, a pop up menu will appear. You can then select **All Calls, Missed, Outgoing, Incoming** and **By Caller...**For example, if it is in **All Calls** select **All calls** from the drop down menu in the top-left corner.
- 3 Use the navigation pad to find the number and then press  or the icon to the left of the number you wish to call.
- 4 **Call History** icons include :
 → incoming calls ;  → outgoing calls ; 
 → missed calls.

3.3 Receiving a Call




To answer an incoming call :

- 1  Tap **Answer**, or press  on your device.
- 2 Tap **Ignore** or press  to reject the call.



If you reject a call the busy tone will be sent out.

To end a call :



-  When on a call, you can press  or tap  to end the call.





3.4 In-Call Options

Your device notifies you when you have another incoming call and gives you the choice of rejecting or accepting the call. If you accept, you can choose to switch between the two callers or set up a conference call between all three parties. A conference call can include up to six people. See page 47 for more details.



Putting a call on hold

- 1 Tap **Answer** to take the 2nd call and put the 1st on hold.
- 2 To end the 2nd call and go back to the 1st, tap  or press .

To swap between calls :

- You can choose to swap backwards and forwards between 2 callers by tapping  or the .

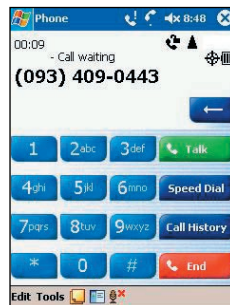
To set up conference calls :

- 1 Dial a number period, when it is picked dial a 2nd number and wait for it to be picked up.
- 2 When it is picked up period, press  or  to set up the conference.

If the conference connection is successful period, **In Call** will appear at the top of the phone dialer screen (See right).







You must dial out to set up conference calling period.

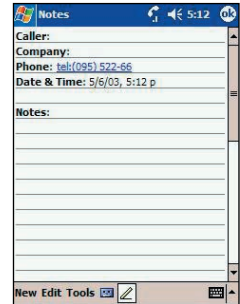


Making a Note




Regardless of whether you call from the **Dialer**, **Contacts**, **Call Log** and **Speed Dial**, you can take notes during a call. After you have finished the note it will be saved as an attachment to your call in one of the Call Log folders.

a. To make a note :

-  After you have entered a number and tapped  or , tap the  icon at the bottom of the screen.
- Use any of the input methods to record your note and then tap **OK**. You can finish your note during or after the call.



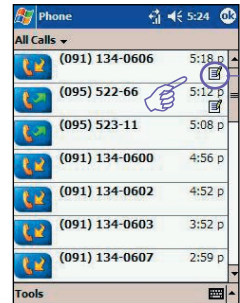
b. To view a note :

-  Press the right side of the navigation pad or tap , tap and hold the call, and then from the pop up menu tap **view note**. (The icon  indicates a note).
- Or, go to **Notes** of the file from the list. (For more information, see [Chapter 2 Entering information](#).)






If you decide to create a contact for this caller -- see [Adding and Transferring Contacts information in section 3.5](#) later in this chapter -- the call and file names will be amended to the name of the new contact; the file will be unaffected.

Tap here to view the notes



Enabling the Speakerphone Mode

Your device has a speakerphone allowing you to talk hands-free and/or let other people listen to the caller.

- 1 Wait until the phone is ringing.
- 2 Press and hold  until the speakerphone comes on and the icon  appears in the top toolbar.
- 3 To turn off the speakerphone, press and hold  again.



DO NOT LEAVE THE PHONE IN SPEAKERPHONE MODE AND HOLD IT ON YOUR EAR; THE SOUND MAY DAMAGE YOUR EAR.




Checking Your Voice Mail

The first speed dial location defaults as your voice mailbox. It will automatically detect and set as default the voice mailbox number of your mobile service provider.

To retrieve your voice mail :



On the **Phone** screen, tap **Speed Dial** or press the left side of the navigation pad, select **1 Voice Mail** and then press .

3.5 Contacts Information

Contacts can be imported by:




- 1 **Call History** - New contact numbers can be found in incoming or missed calls.



Important to import contacts -

- Creating **Contacts** in **Microsoft Contacts** creates more detailed records.

Call History

Tap  on the phone screen to view the call history list:

To add an entry to Contacts from Call History :



- 1 Find the call details you want to add.
- 2 Tap an entry and hold with the stylus or press and hold the navigation pad center; select **Save to Contacts** in the pop-up menu that appears .
- 3 In the **Save to Contacts** screen, add additional contact details and press the navigation pad center or tap **OK**.

The call details in the **Call History** will then be amended and displayed under the name of the contact, not their telephone number.




Manage Your Call History

Call History details all incoming, outgoing, and missed calls and also provides a summary of total calls. **Call History** can also tell you when a call was initiated, how long it lasted, and provides easy access to any notes taken during the call.

a. Viewing calls details

Tap in the top left corner of the screen and then select a category from the drop down menu.

Calls are categorized as follows:

- **All Calls** - displays all calls made to and from the phone in chronological order.
- **Missed**  - displays calls that were answered.
- **Outgoing**  - displays calls made from the phone.
- **Incoming**  - displays calls made to the phone.
- **By Caller** - list calls alphabetically according to caller.

b. To view duration of calls :



Go to Call History, find the call you are looking for, then tap it once.

c. To delete individual calls from Call History :



Tap and hold the stylus on the call to be deleted, then select **Delete** from the pop up menu.

d. To delete all calls from Call History :



Tap **Tools** → **Delete all Calls**.

e. To set limits on the size of your Call History :




- 1 Tap **Call History** → **Call Timers**.
- 2 For deleted history items older than between down menu and select a time in the drop down menu select a time period then tap **OK**.

3.6 Additional Dialing Information

To make an emergency call :



Enter the emergency number **112** then tap **Talk** or press  button.


3.7 Secure Your Phone

You can customize the level of security you want to have on your Pocket PC phone by locking the keypad, the entire device.

Locking the keypad

The keypad lock turns off the keypad functionality. This is a helpful feature if, for example, your Pocket PC is turned off and in your pocket, and you want to prevent accidental key presses from pressing a button etc .




- 1 Tapping  → **Settings** → **System** tab → **Button Lock**
- 2 Select **Lock all buttons except Power button**.
- 3 To unlock your keypad, tap **Do not lock buttons**.

Locking your phone

Locking your Pocket PC prevents access to personal data. When you enable this feature, your Pocket PC will automatically lock after a specified time of inactivity. A screen will be displayed requiring your Pocket PC lock password before access is granted.



1 Tap  → **Settings** → **Personal** → **Password**.

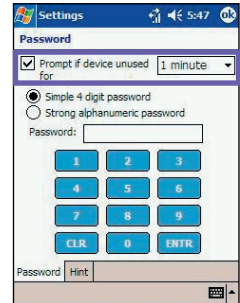
2 Select the type of password you would like to use : **Simple 4 digit password** or **Strong alphanumeric password**.



A strong password must have at least **7 characters** that are a combination of uppercase and lowercase letters, numerals, and punctuation.

3 Enter the password and, if necessary, confirm the password.

4 Select how long your mobile device must be turned off before the password is required for using the device by tapping **Prompt if device unused for**.



Chapter 4

Synchronizing Information

4.1 Using ActiveSync

4.2 Synchronizing Information

**4.3 Synchronizing by Using
an Infrared Connection**

4.4 ActiveSync Errors

4.1 Using ActiveSync

Using **Microsoft® ActiveSync®** you can synchronize the information on your PC with the information on your Pocket PC Phone. Synchronization compares the data on your device with your PC and updates both with the most recent information. With **ActiveSync**, you can:

- Keep **Pocket Outlook** data up-to-date by synchronizing your device with Microsoft Outlook data on your PC.
- Choose to synchronize **Inbox**, **Calendar**, and **Contacts** with a server so that you have the latest information, even when your desktop computer is turned off.
- Copy (rather than synchronize) files between your device and your desktop PC.
- Control when synchronization occurs by selecting a synchronization mode.
- Select which information types are synchronized and control how much data is synchronized.



By default, **ActiveSync** does not automatically synchronize all types of information. Use **ActiveSync** options to turn synchronization on and off for specific information types.



Using **Server ActiveSync**, you can synchronize information directly with a **Microsoft Exchange Server** if your company is running **Microsoft® Mobile Information Server 2002** or later.

Installing ActiveSync

Before you begin synchronization, install **ActiveSync** on your desktop computer from the *Pocket PC Phone 2003 Companion CD*. **ActiveSync** is already installed on your Pocket PC Phone.

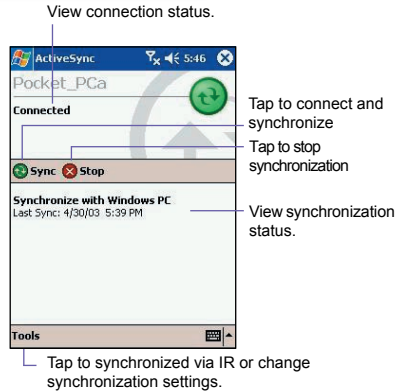
Creating a Partnership

After the installation is complete, the **New Partnership Wizard** helps you set up a partnership between your phone and your desktop computer and/or a server so that you can start synchronizing information and customizing your synchronization settings.



In the New Partnership Wizard select **Synchronize with this desk-top computer**. Unless you are certain that your company is running Microsoft Mobile Information Server 2002 or later and you know the server name, then choose **Synchronize with Microsoft Mobile Information Server and/or this desktop compute**. For more information, contact your network administrator or service provider.

Your first synchronization will automatically begin when you finish using the wizard. After the first synchronization, you will notice that your **Outlook** information now appears on your pocket PC phone.



4.2 Synchronizing information

This section provides an overview of the types of **Outlook** information you can synchronize. By default, **ActiveSync** does not automatically synchronize all types of **Outlook** information. Use **ActiveSync** options to turn synchronization on and off for specific information types.

Synchronizing Inbox

When you select **Inbox** for synchronization in **ActiveSync**, e-mail messages are synchronized as part of the general synchronization process. During synchronization, the following events occur :

- Messages are copied from the **Outlook Inbox** folder on your desktop computer, or from a Microsoft Exchange Server, to the **Inbox** folder on your Pocket PC Phone.
- By default, when synchronizing **Inbox** information with your desktop computer, you will receive only messages from the last three days and the first **500 bytes** of each new message. You can also choose to download file attachments.
- The messages on your phone and on your desktop computer are linked. When you delete a message on your phone, it is deleted from your desktop computer the next time you synchronize, and vice versa.
- Messages in subfolders in other e-mail folders in **Outlook** are synchronized only if the folders have been selected for synchronization in the **Inbox** on your Pocket PC Phone.



SMS messages are not received in your Inbox through synchronization. Instead, they are sent to your phone by way of your service provider. For more details, please see *Message Features in Chapter 8*.

Synchronizing Calendar

- **Calendar** items stored on your Pocket PC Phone can be synchronized with calendar items stored on your desktop PC and/or on a Microsoft Exchange Server. By default, calendar items from the last two weeks will be synchronized.
- **Calendar** items created on your Pocket PC Phone are copied to your desktop PC and/or server during synchronization, and vice versa.

Synchronizing Contacts

- **Contacts** stored on your phone can be synchronized with contacts stored on your desktop computer or on a Microsoft Exchange Server. By default, all of your **contacts** will be synchronized.
- **Contacts** created on your phone are copied to your desktop computer and/or server during synchronization, and vice versa.

Synchronizing Tasks

- **Tasks** stored on your phone can be synchronized with tasks stored on your desktop computer. **Task** synchronization is automatically selected in **ActiveSync**. By default, all of your incomplete tasks will be synchronized.
- **Tasks** created on your phone are copied to your desktop computer during synchronization, and vice versa.



Tasks can be synchronized only with your computer. They cannot be synchronized with a server.

4.3 Synchronizing Using an Infrared Connection

You can use an infrared connection to create a direct connection between your phone and another mobile device or computer quickly. This method is ideal for quickly switching between multiple devices since there are no cables or adapters to change. When creating a partnership, you must connect using infrared, a cable, or a cradle connection.

For more information about synchronizing using an infrared connection or other connection types, see *ActiveSync Help* on your desktop computer.

Transferring Items Using Infrared

Using infrared (IR), you can also send and receive information, such as contacts and appointments, between two devices.

a. To send information :



- 1 Switch to the program where you created the item you want to send and locate the item in the list.
- 2 Align the IR ports so that they are unobstructed and within close range.
- 3 Tap and hold the item, then tap **Beam Item** on the pop up menu.



You can send items, but not folders, from File Explorer. Tap and hold the item you want to send, and then tap **Beam File** on the pop up menu.

b. To receive information :



- 1 Align the IR ports so that they are unobstructed and within close range.
- 2 Have the owner of the other device send the information to you. Your device will automatically receive it.

4.4 ActiveSync Errors

Whenever ActiveSync cannot successfully synchronize your information, it displays an error on your phone.

To view ActiveSync error information



Press the **Action** button when the error text is displayed. ActiveSync will then display more information about the error that occurred.



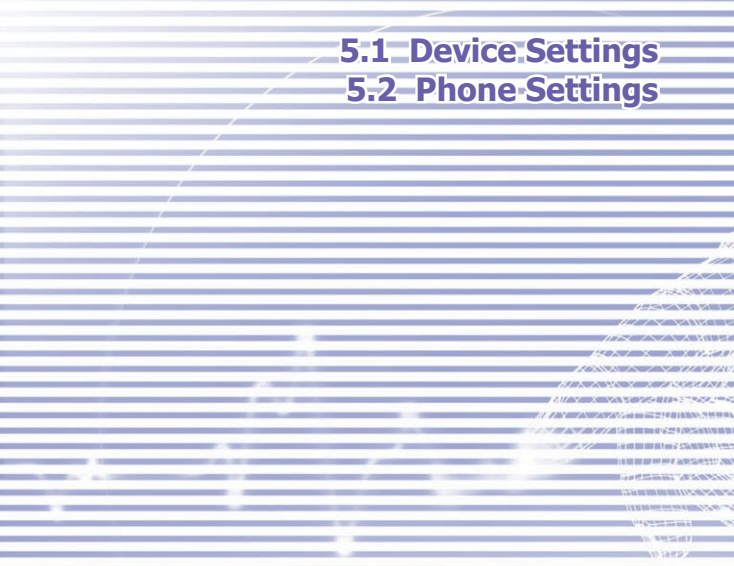
Some types of errors can interfere with automatic synchronization. If you suspect that a scheduled automatic synchronization has not occurred, you should attempt to manually synchronize your information. Successfully completing manual synchronization will reset automatic synchronization. For more information, see the *Synchronizing Information* section of **ActiveSync Help** on your computer.

Chapter 5


Personalizing Your Pocket PC Phone

5.1 Device Settings









5.2 Phone Settings






5.1 Device Settings













You can adjust device settings to suit the way you work. To see available options, tap  → **Settings** → **Personal** or **System** tab located at the bottom of the screen.

Personal Tab

Icon	Program
	<p>Button</p> <p>Assigns an application program to hardware button.</p>
	<p>Input</p> <p>Sets up the input portion of your device.</p>
	<p>Menus</p> <p>Customizes the menu appearance and enables a pop up menu from the New button.</p>
	<p>Owner Information</p> <p>Displays your contact information.</p>
	<p>Password</p> <p>Limits access to your device.</p>
	<p>Phone</p> <p>Sets up the phone function of your wireless feature.</p>
	<p>Sounds and Notifications</p> <p>Sets the notification type, event and volume.</p>
	<p>Today</p> <p>Customizes the look and the information that appears on the Today screen.</p>


System Tab

Icon	Program
	<p>About</p> <p>Displays important device information.</p>
	<p>Add ring tone</p> <p>To listen to and select new ring tones.</p>
	<p>Backlight</p> <p>Customizes the backlight and brightness for power saving purpose.</p>

Icon	Program
	Button Lock Enables you to lock the buttons on your device except Power button when device is off.
	Certificates Displays the name of the certificate issuer and the expiration date.
	Clock & Alarm Changes the time and sets alarms
	Device information Find information about version, hardware, identity and call duration.
	Keyboard Allows you to customize the keyboard settings, eg. to switch on/off the keyboard backlight with a limit time.
	Memory Displays the memory allocation status and current running programs.
	Microphone AGC Adjusts the volume automatically when you are recording.
	Permanent save Saves contacts to permanent flash memory.
	Power Maximizes battery life.
	Regional settings Customizes the region and relative format for the region you use.
	Remove programs Creates more memory by removing programs.
	Screen Re-calibrates the screen and enable/disable Clear Type feature.

Buttons

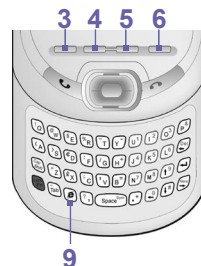
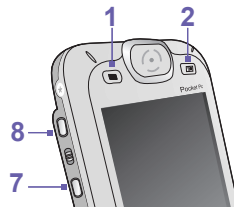
To customize the program hardware buttons to open your most used programs :

- 1 Tap  → **Settings** → **Personal tab** → **Buttons** → **Program Buttons** tab
- 2 Under **Select a button**, tap the button you want to assign a program, and then select a program from **Assign a program**.


Default settings:

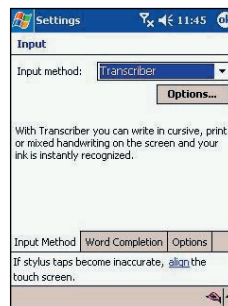
- 1 - Calender
- 2 - Contact
- 3 - Start Menu
- 4 - Messaging
- 5 - Internet Explorer
- 6 - OK/Close
- 7 - Camera
- 8 - Record
- 9 - Internet Explorer

In the **Up/Down Control** tab, **Delay before first repeat** changes the time elapsed before scrolling begins. **Repeat rate** changes the time it takes to scroll from one item to the next. Just press and hold the Up/Down control scrolls through the items in a list to adjust



Input


- 1 Tap  → **Settings** → **Personal tab** → **Input**.
- 2 On the **Input Method** tab, select an input method and change desired options. On the **Word Completion** tab, select desired settings for word completion. On the **Options** tab, select desired options for writing and recording. These options apply to any program on the device where you can record or write. These options do not apply to text you enter using the input panel.




You can also change input options by tapping the  arrow and the **Options**.



Menus

To add the programs you use most often to the drop down list when tapping .




- 1 Tap  → **Settings** → **Personal** tab → **Menus**.
- 2 Select the programs you want, then tap **OK**.



Only **7** programs are allowed in the **Start Menu**.

- 3 On the **New Menu** tab, you can select **Turn on New button menu** and then select the items to appear on the menu. When you do this, an arrow appears next to **New** in the command bar of certain programs such as **Pocket Word**, **Pocket Excel**, **Contacts**, **Calendar** and **Tasks**. You can tap this arrow and then tap a new item to create.




You can create subfolders and shortcuts to appear under . In **ActiveSync** on your PC, click **Explore** → Double-click **My Pocket PC** → click **Windows** → click **Start Menu** → then create the folders and shortcuts that you want.



Owner Information




- 1 Tap  → **Settings** → **Personal** tab → **Owner Information**.
- 2 On the **Identification** tab, enter your personal information.
On the **Notes** tab, enter any additional text you want to display when the device is turned on, such as: Reward if found.
On the **Options** tab, select Identification Information so that if you lose your device, it can be returned to you.



Password



- 1 Tap  → **Settings** → **Personal** tab → **Password**.
- 2 To enable this function, select how long your mobile device must be turned off before the password is required for using the device by tapping **Prompt if device unused for**.
- 3 Select the type of password you would like to use : **Simple 4 digit** or **Strong alphanumeric**.



A strong password must have at least **7 characters** that are a combination of uppercase and lowercase letters, numerals, and punctuation.

4 Enter the password and, if necessary, confirm the password.



- If your device is configured to connect to a network, use a strong password to help protect network security.
- If you forget your password, you must clear the memory before you can access your device. This will erase all files and data you have created and programs you have installed. For more information about clearing memory, please see [Appendix A](#).
- If you've used [ActiveSync](#) to create a backup file, all of your program data can be restored. For more information on creating a backup file, also see [Appendix A](#).



Sounds and Notifications



1 Tap  → **Settings** → **Personal** tab → **Sounds & Notifications**.

2 On the **Sounds** tab, you can select the actions for which you want to hear sounds.

3 On the **Notifications** tab, you can customize how you are notified about different events. Select the event name and then select the type of reminder. You can select a special sound, a message, or a flashing light.



- Turning off sounds and the notification light helps conserve battery power.
- Use Phone settings to change the ring type and volume for your phone.




Today

You can customize the **Today** screen the following ways:

a. To change the background :



1 Tap  → **Settings** → **Personal** tab → **Today**.

2 On the **Appearance** tab, select the desired theme for the background. To use your own background, select **Use this picture as the background** then tap **Browse** to locate the desired file.

- 3 Choose a folder and tap the file you want then tap **OK**.




Recommend picture size for the background is 240x320 pixels in **.jpg** file.



To beam a favorite theme to a friend, on the **Appearance** tab, select the desired theme and tap **Beam**.

b. To customize the information you want displayed :



- 1 Tap  → **Settings** → **Personal** tab → **Today** → then **Items** tab.
- 2 Select the information you want displayed on the **Today** screen.
- 3 To customize the information further, select an information type, and then tap **Options** (not available for all information type).



About


The **Version** tab displays important device information, including the amount of memory installed.

On the **Device ID** tab, you may need to change the device name if you are unable to connect to a network because another device with the same name is already connected.



Backlight



- 1 Tap  → **Settings** → **System** tab → **Backlight**.
- 2 Tap **Battery power** tab to turn on/off the back-light when using battery power.
- 3 Tap **External power** tab to turn on/off the back-light when using external power.
- 4 Tap **Brightness** tab to adjust the brightness level.





Using the backlight while on battery power substantially reduces battery life.



Clock & Alarms




Tap  → **Settings** → **System** tab → **Clock & Alarms**.

- If you visit a particular time zone often, select it as your **Visiting** time zone on the **Time** tab so that you can quickly see the correct date and time.
- You can use your device as a travel alarm clock by setting a wake-up alarm on the **Alarms** tab. Tap the alarm icon to select the type of alarm you want.
- To change the way the date or time is displayed on your Pocket PC Phone, go to **Regional Settings** by tapping  → **Settings** → **System** tab → **Regional Settings**.



Memory



Tap  → **Settings** → **System** tab → **Memory**.

- The **Main** tab displays the amount of memory the system has allocated to file and data storage versus program storage. This tab also displays the amount of memory in use versus the available memory. For information about making memory available, see *Free Memory in Appendix A*.
- The **Storage Card** tab displays how much memory is available on the storage card that is inserted into your device. If you have more than one card inserted, tap the list box and then the name of the storage card whose information you want to view.
- The **Running Programs** tab displays the list of currently active programs. You can stop a program by selecting it in the list and then tapping **Stop** or just tap **Stop All** to stop all the running programs.




You may need to stop a program if it becomes unstable or program memory is low.





Power



Tap  → **Settings** → **System** tab → **Power**.

- The **Battery** tab displays the amount of battery power remaining. Battery power depends on the battery type and how the device is being used.
- On the **Advanced** tab you can select options for turning off your device to conserve battery power. To conserve the most power, select the option that turns off the device after **3** minutes or less.




Permanent Save

You can choose to backup **Contacts** and **Appointments, Tasks**, and **Connection Setting** to non-volatile memory. Backing them up in this way means they will not be lost in the event your device loses all power or you have to perform a full reset.

To backup to FlashROM:




- 1 Tap  → **Settings** → **System** tab → and then **Permanent Save**.
- 2 Select the desired item by checking the boxes → tap **OK** to start backup



When you select to backup **Contacts** and **Appointments**, your Pocket PC Phone will automatically backup newly added contacts, appointments or tasks items. This will not happen for connection setting; if you add new connection you will need to back it up manually.


To restore to FlashROM:



- 1 Tap  → **Settings** → **System** tab → and then **Permanent Save**.
- 2 Select the desired item by checking the boxes → tap **OK** to start restoring.




Keyboard

Your Pocket PC Phone comes with a QWERTY keyboard by sliding down the bottom end of the device. Tap  → **Settings** → **System** tab → and then **Keyboard** to open the **Keyboard** setting program which allows you to switch on the keyboard backlight, set a time limit for the keyboard backlight to switch off when it is not being used; then give links so you can customize the way your keyboard repeats and assign favorite program to a specific key.

5.2 Phone Settings

You can easily view and change settings, such as the ring type and ring tone to be used for incoming calls, and the keypad tone to be used when entering phone numbers. You can also protect your phone from unauthorized use. There are two ways to change phone settings:



① Tap  → **Settings** → **Personal** tab → **Phone**.

② To change phone settings from the Phone keyboard. Tap **Tools** → **Options** → **Phone** tab.

Ring Type

You can change the way that you are notified of incoming calls. For example, you can choose to be notified by a ring, a vibration, or a combination of both.



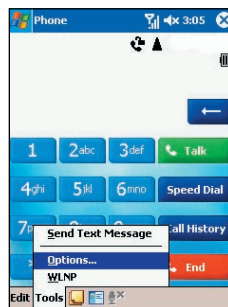
Tap the **Ring type** list, then select the desired option.

Ring Tone



Tap the **Ring tone** list, then select the sound you want to use.

- To set **.wav** or **.mid** files as ring tones, use **ActiveSync** on your PC to copy the file to the **/Windows/Rings** folder on your device. Then, select the sound from the **Ring tone** list.




- To download ring tones, you can make a connection to the **Internet** and then download ring tones that are compatible with the **.wav** or **.mid** format.



Add Ring Tone

Add Ring Tone allows you to quickly find and display all the ring tones stored on your device, gives you the option to listen, and then add or remove them from the **Phone Settings** list mentioned above.



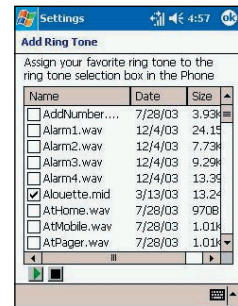
- 1 To display all ring tones on your device, you can tap  → **Settings** → **System** → then **Add Ring Tone**, the program will automatically list and display all the **.wav** and **.mid** files on your Pocket PC Phone.
- 2 After the ring tones have loaded, you can see that some are already selected; these ones are presently listed in the phone settings.
- 3 To play a ring tone, select one by tapping it, and then tap play. If you don't like the ring tone deselect it; this will add/remove the selected/deselected ring tones from the list in your phone settings.

Keypad Tone

You can change the tone you hear when entering a phone number on the keypad. If set to **Tones**, the tone is heard continuously for as long as the number on the keypad is pressed. If set to **Beep**, the tone is heard only for one or two seconds.



- 1 Tap the **Keypad** list, then select the option you want.
- 2 To prevent tones from being heard when entering a phone number → select **Off**.



Services

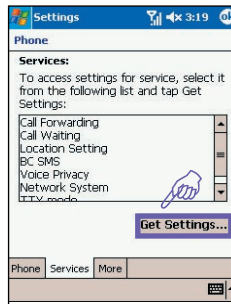
Services settings on the **Settings** → **Phone** → **Services** tab are primarily used to set options such as **Voice Privacy**, **SMS Setting**, and **Location Setting**.

Feature	Function
Voice Privacy	A method for encrypting voice calls to provide extra security.
SMS Setting	By default your device will automatically detect and set your voice mail and SMS access numbers.
BC SMS	Enable you to receive a range of service, such as weather reports and news, pushed to your device as SMS.
Location Setting	Enable you to decide to allow your network to lock onto your position or not.
Network System	Enable you to choose to accept roaming (Standard) or restrict your phone to calls from your home network only (Home only).
TTY Mode	Enable the use of a TTY (for the deaf) machine together with your device.

Tap **Get Settings** to access the settings for a service.



To change service settings from the phone dial screen, tap **Tools** → **Options** → **Services** tab → select a service → **Get Settings**.



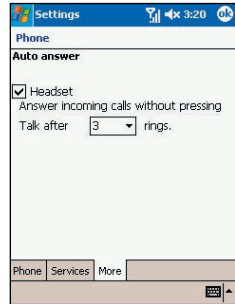
Automatic Answer

This feature enables your phone to pick up a call automatically and transfer it to the headset.



In phone dialer, tap **Tool** → **Option** → **More**.

- To enable, tick the check next to Headset and then set the number of rings after which to pickup.



Chapter 6

Scheduling and Communicating - Microsoft Pocket Outlook

6.1 Calendar

6.2 Contacts

6.3 Tasks

6.4 Notes

6.1 Calendar : Scheduling Appointments and Meetings

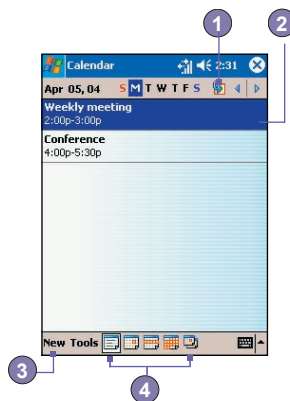
Use Calendar to schedule appointments, including meetings and other events. You can check your appointments in one of several views (**Day**, **Week**, **Month**, and **Agenda**) and set **Calendar** to remind you of appointments with a sound or other method. Appointments for the day can be displayed on the **Today** screen.



If you use **Outlook** on your PC, you can synchronize appointments between your Pocket PC Phone and PC. See **ActiveSync** in **Chapter 4**.



- 1 Tap to go back to view today's appointment.
- 2 Tap to display or edit the appointment details.
- 3 Tap to create a new appointment.
- 4 Tap to change the appointments in various displayed view.



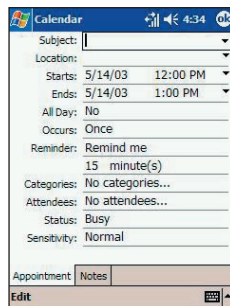
Create or Change an Appointment



- 1 To create an appointment, tap **New**. To select a new date from a pop-up calendar, tap the display date. To enter or select a new time, tap the display time. Enter the appointment details, and when finished, tap **OK** to return to the calendar.
- 2 If you are working in **Day** view, tap the time slot for the new appointment and then **New** to have the time automatically entered for you.
- 3 To change an appointment, tap it in the calendar, and then tap **Edit**. Change any appointment detail by tapping it and entering the new information.



When entering a time, you can type military and abbreviated time forms, such as 2300 (becomes 11:00 PM), 913pm (becomes 9:13 PM), 911 (becomes 9:11 AM), and 9p (becomes 9:00 PM).



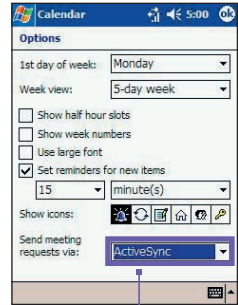
Send a Meeting Request

You can use **Calendar** to set up meetings with users of **Outlook** or **Pocket Outlook**. The meeting request will be created automatically and sent either when you synchronize **Inbox** or when you connect to your e-mail server.

- 1 Create an appointment and enter the meeting information.
- 2 Tap **Attendees** (you will need to hide the input panel to see this box).
- 3 Select the meeting attendees from the list of e-mail addresses you've entered in **Contacts**. Only those contacts with e-mail addresses will be displayed.
- 4 Select other desired options and then tap **OK**.
- 5 Messaging automatically creates a meeting request and sends it to the attendees the next time you synchronize with your PC. Any textual notes entered in the **Notes** tab (excluding writing or recordings) will be sent also.



If you are sending the meeting request through a connection to an ISP or the network, rather than through synchronization with your PC, tap **Tools** → **Options** → **Appointments** tab. In **Send meeting requests via**, tap the service you want to use to send the meeting request.



Tap the service you want to use to send the meeting request.

Use the Summary Screen



When you tap an appointment in **Calendar**, a summary screen is displayed. To change the appointment, tap **Edit**.

Set a reminder for an appointment



- 1 In the **Calendar**, tap the appointment, and then tap the upper portion of the summary screen when **Edit** the appointment.
- 2 Tap **Reminder** and select **Remind me**.
- 3 To change how many minutes before the appointment you are reminded, tap the minutes displayed.



To automatically set a reminder for all new appointments, in the calendar, tap **Tools** → **Options** → **Appointments** tab and select **Set reminders for new items**.

Beam an appointment

To beam an appointment, in the calendar list, tap and hold the appointment. On the pop-up menu, tap **Beam Appointment**.



When using **infrared (IR)**, align the **IR** ports between the devices so that they are unobstructed and within a close range.

6.2 Contacts : Tracking Friends and Colleagues

Contacts maintains a list of your friends and colleagues so that you can easily find the information you're looking for, whether you're at home or on the road. You can enter both personal and business information.

If you use **Outlook** on your PC, you can synchronize contacts between your device and PC. See **ActiveSync** in **Chapter 4**.

View contacts

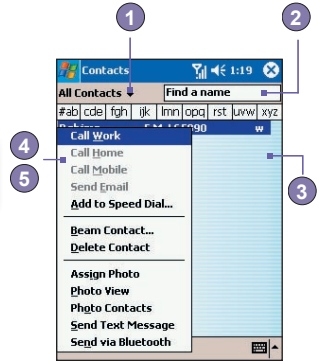


- 1 Select the category of contacts you want displayed in the list.
- 2 Tap and enter part of a name to quickly find it in the list.
- 3 Tap letters, such as **h** (home), **w** (work), or **m** (mobile) to the right of the contact to see additional phone numbers and e-mail addresses.
- 4 Tap to display or edit the contact details.

- 5 Tap and hold to display a pop-up menu of available actions.




To change the way information appears in the list, tap **Tools** and then **Options**.



Create or Change a Contact :



- 1 Tap  → **Programs** → **Contacts** → **New**.
- 2 Using the input panel, enter a name and other contact information. You will need to scroll down to see all available fields.
- 3 To assign the contact to a category, scroll to and tap **Categories** and select a category from the list. In the contact list, you can display contacts by category.
- 4 To add notes, tap the **Notes** tab. You can enter text, draw, or create a recording.
- 5 To change a contact, tap it in the contact list, and then tap **Edit**. To cancel edits, tap **Edit** → **Undo**. When finished, tap **OK** to return to the contact list.




If you enter a name with more than 2 words, the middle word will be recorded as a middle name. If your contact has a double first or last name, tap the **Name** arrow and enter the names in the proper box.

To Find a contact :

There are several ways to find a contact:



- 1 Tap  → **Programs** → **Find**, enter the contact name (first, last, or middle), phone number, or address, select **Contacts** for the type, and then tap **Go**.
- 2 From **Contacts**, start typing a contact name until you see it displayed on the screen. To show all contacts again, tap the text box at the top of the screen and clear the text, or tap the arrow icon to the right of the text box.
- 3 Tap one of the sets of letters displayed at the top of the contact list. This takes you to the contact names beginning with those letters.
- 4 In the contact list, tap the category list (labeled **All Contacts** by default) and tap the category to which you've assigned a contact. To show all contacts again, select **All Contacts**. To view a contact not assigned to a category, select **No Categories**.
- 5 To view the names of companies your contacts work for, in the contact list, tap **View** → **By Company**. The number of contacts that work for that company will be displayed to the right of the company name.
- 6 Press and hold the top of the navigation pad until alphabetical letters appear on the screen in large type. Then use the navigation pad to scroll through the alphabet and select a letter.

Beam a contact



- 1 To beam a contact, in the contact list, tap and hold the contact. On the pop-up menu, tap **Beam Contact**.
- 2 To beam multiple contacts, tap and drag to select the contacts. Then, tap **Tools** → **Beam Contacts**.



When using **infrared (IR)**, align the **IR** ports between the devices so that they are unobstructed and within a close range.

Change Options

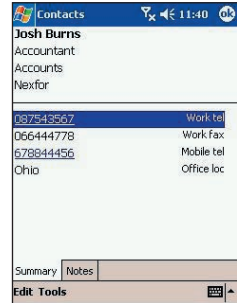
In the contact list, tap **Tools** → **Options**.



- 1 To increase the available space for displaying contacts in the list, clear **Show ABC tabs**.
- 2 The area code and country/region for new contacts are automatically entered based on the information in **Country/Region settings**.

Using the Summary Screen

When you tap a contact in the contact list, a summary screen is displayed. To change the contact information, tap **Edit**.



6.3 Tasks : Keeping a To Do List


Use Tasks to keep track of things you need to do.

A variety of task information can be displayed on the **Today** screen.

If you use **Outlook** on your PC, you can synchronize tasks between your device and PC. See **ActiveSync** in **Chapter 4**.

Create or Change a task :



- 1 To create a task with detailed information, such as start and due dates, tap  → **Tasks** → **New**.
- 2 In the task list, you can display tasks by category.

To assign the task to a category, tap **Categories** and select a category from the list.

To create a new category, tap the **Add/Delete** tab, enter the category name, and then tap **Add**. The new category is automatically selected in the **Select** tab.

- 3 To add notes, tap the **Notes** tab. You can enter text, draw, or create a recording. When finished, tap **OK** to return to the task list.
- 4 To change a task, tap it in the task list, and then tap **Edit**.



To quickly create a task, enter text in the **Tap here to add a new task** box at the top of the screen. If you don't see this box, tap **Tools** → **Entry Bar**.

Set a reminder for a task




- 1 In the task list, tap the task, and then tap **Edit**.
- 2 Tap the **Due** box and set a due date if you have not already done so.
- 3 Tap the **Reminder** box and select **Remind me**. You will be reminded at 8:00 in the morning on the due date.
- 4 To change the reminder date, tap the date displayed.



To be automatically reminded of new tasks with a due date, in the task list, tap **Tools** → **Options** and select **Set reminders for new items**.



To choose how you are reminded, for example by a sound, tap  → **Settings** → **Personal** tab → **Sounds & Notifications**.

Using the Summary Screen



When you tap a task in the task list, a summary screen is displayed. To change the task, tap **Edit**.

Beam a Task



To beam a task, in the task list, tap and hold the task. On the pop-up menu, tap **Beam Task**.

6.4 Notes : Capturing Thoughts and Ideas


Notes helps you quickly capture your ideas, notes, and thoughts. You can create a note using written and typed text, drawings, and recordings. You can also share your notes with others through e-mail, infrared, and synchronization with your PC. See *ActiveSync* in *Chapter 4*.




To create documents with advanced formatting or templates, such as bulleted lists and tabs, use word processing software developed for your device, such as *Pocket Word*.

To create a note :



- 1 Tap  → **Programs** → **Notes** → **New**.
- 2 Create your note by writing, drawing, typing, and recording, see *Entering Information* in *Chapter 2* for more information about using the input panel, writing and drawing on the screen, and creating recordings.



You can insert the date in a note. First, deselect  and make sure that no drawings are selected. Next, tap and hold anywhere on the note and then tap **Insert Date**.

Send a note via e-mail



- 1 If you haven't already set up **Messaging** to send and receive messages, please do so now. See the *account settings* in *Chapter 8*.
- 2 In the note list, tap and hold the note or recording. To select multiple notes or recordings, tap and drag. Then, tap and hold the selected items.
- 3 On the pop-up menu, tap **Send via E-mail**. A new message is created with the item attached.

Beam a Note



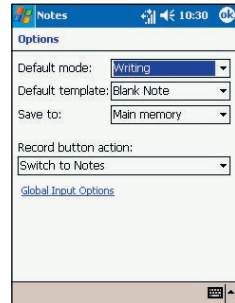
To beam a note, in the note list, tap and hold the note. On the pop-up menu, tap **Beam File**.

Change options

In the note list, tap **Tools** → **Options**.



- 1 From the **Default template** list, you can select a pre-designed template to use with all new notes.
- 2 If you store most of your notes and recordings on a storage card, in **Save to**, tap **Storage card** to have new items automatically stored on your storage card.



Chapter 7

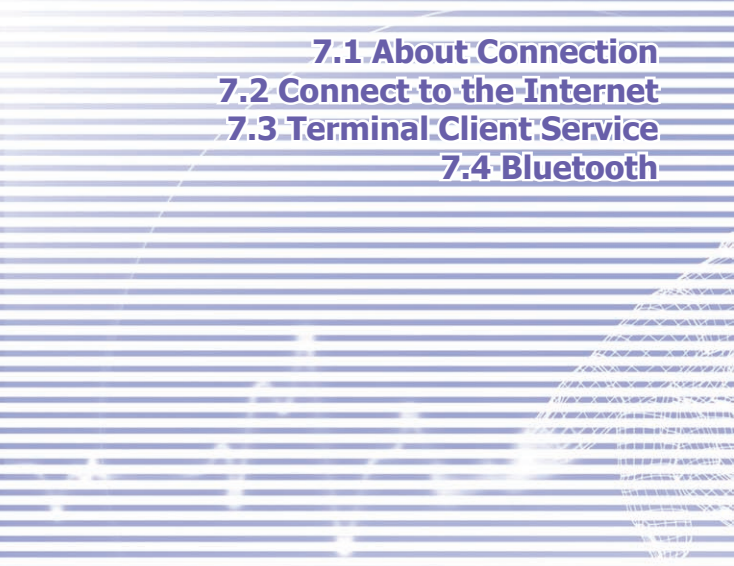
Getting Connected

7.1 About Connection

7.2 Connect to the Internet

7.3 Terminal Client Service

7.4 Bluetooth



7.1 About Connections

You can set up connections to the Internet and corporate network at work in order to do such activities as browse the Internet or intranet, send and receive e-mail and instant messages, and synchronize information using **ActiveSync**.

Connections can be made using a modem, wireless network, or network (Ethernet) card. A modem connection can be used to set up connections with an external modem, or through your mobile phone network using a cellular line.



Your Pocket PC Phone has two groups of connection settings: **My ISP** and **My Work Network**. **My ISP** settings are used to connect to the Internet, and **My Work Network** settings can be used to connect to any private network, such as a corporate network you use at work. Simply fill in the settings and you'll be ready to start connecting.

7.2 Connect to the Internet

You can use **My ISP** settings to connect to the Internet and use the connection to send and receive e-mail messages and view Web pages.

Connect to the Internet via ISP



- 1 Obtain the following information from your ISP:
 - **ISP server phone number.**
 - **User name.**
 - **Password.**
 - **Access point name.**
(required for **CDMA** connection)
- 2 Tap  → **Setting** → **Connections** tab → **Connections**
- 3 To create a new connection, in **My ISP**, tap **Add a new modem connection** ,and follow the instruction in the **New Connection** wizard.
- 4 Wireless connections can be made via a mobile phone network or **CDMA**. If you are using a mobile phone network to connect, in the **Select a modem list**, tap **Cellular Line**.
- 5 To view additional information for any screen, tap .

- 6 To start the connection, begin using the desired program. For example, switch to **Pocket Internet Explorer** and browse to a **Web** page. Your device will automatically connect.




To change modem connection settings, in either **My ISP** or **My Work Network**, tap **Manage existing connections**. Select the desired modem connection, tap **Settings**, and follow the instructions on the screen.

Set up a WAP gateway

To access **WAP** sites through Pocket Internet Explorer, configure your device to use a **WAP** gateway. Use the following steps to create a new set of connections to the Internet with **WAP** gateway settings.



- 1 Get the following information from your **ISP** :
ISP server phone number, **user name**, and **password**. Also, contact your mobile phone service provider and ask for your **WAP gateway server name** and **port number**.
- 2 Tap  → **Settings** → **Connections** tab → **Connections** → **Tasks** tab.
- 3 Tap **Edit my proxy server**. If a proxy server has not been set up, tap **Set up my proxy server**.
- 4 In Programs that automatically connect to the Internet should connect using, tap **New** and enter a name for the **ISP** connection.
- 5 On the **Proxy Settings** tab, select **This network connects to the Internet** and **This network uses a proxy server to connect to the Internet**.
- 6 If necessary, in the **Proxy server** box, enter the proxy server name.
- 7 Tap **Advanced**.
- 8 In the **WAP** box, enter the **WAP** gateway server name. Under **Port**, enter the port number. The most common **WAP** port number is **9201**.
- 9 Create a **modem connection**. Also, if necessary, set **dialing rules**.

Pocket Internet Explorer


Once connected, you can use **Pocket Internet Explorer** to view **Web HTML**, **cHTML**, **xHTML** and **WAP** pages on your Pocket PC Phone in two ways: by downloading pages through synchronization or by connecting to the Internet. While browsing, you can also download files and programs from the Internet or intranet.

During synchronization with your PC, download your favorite links and mobile favorites that are stored in the **Mobile Favorites** folder in **Internet Explorer** on the PC.





To synchronize and download your favorite links from your PC, tap the sync option **Favorites** in **ActiveSync** on your PC.

Browsing the Internet




On the **Pocket Internet Explorer** screen by tapping  → **Internet Explorer**.

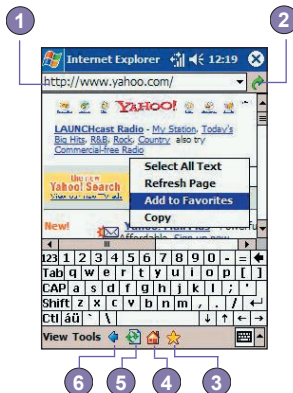


- 1 In the address bar that appears at the top of the screen, enter the Web address you want to visit.
- 2 Tap  to go to the web address you entered.
- 3 Tap , the **Favorites** button, then tap the favorite you want to view.



To add a favorite link while using your Pocket PC Phone, go to the page you want to add → tap and hold on the page, and tap **Add to Favorites** from the pop up menu.

- 4 Tap  to go back to the **Homepage** you set.
- 5 Tap  to refresh the web page on the screen.
- 6 Tap the arrow  to choose from previously entered addresses.




7.3 Terminal Services Client

Using the **Terminal Services Client**, you can log onto a PC running **Terminal Services** or **Remote Desktop** and use all of the programs available on that PC from your mobile device. For example, instead of running **Microsoft Pocket Word**, you can run the PC version of **Microsoft Word** and access all of the **.doc** files on that PC from your Pocket PC Phone.

Connecting to a Terminal Server



1 Tap  → **Programs** → **Terminal Services Client**.

2 To connect to a server you have previously connected to, in **Recent Servers**, tap a server. To connect to a new server, enter the server's name in the **Server** box. Select the **Limit size of server desktop to fit on this screen** check box only when using applications that have been specifically sized for use with Pocket PC.

3 Tap **Connect**.



If the network administrator has configured **Terminal Services Client** to reconnect to disconnected sessions, and you previously disconnected from a **Terminal Server** without ending the session, the **Terminal Services Client** reconnects to that session.

Navigating Within Terminal Services Client

Once connected to the server, the PC's screen may more than fill your mobile device's screen. If scroll bars are displayed on the server's screen, you will see more than one set of scroll bars on your Pocket PC Phone: one to scroll information on the PC, and one to scroll the PC display through the **Terminal Services** window in **Terminal Services Client**.

To ensure you are scrolling the PC display through **Terminal Services Client**, use the five directional buttons at the bottom of the **Terminal Services Client** screen.

To better fit information on your mobile device's screen, select **Limit size of server desktop to fit on this screen**. For best effect, programs on the desktop computer should be maximized.

Disconnecting Without Ending a Session

The following commands must be accessed from the **Start** menu in the **Terminal Services** window used to access the PC's commands. Do not use the **Start** menu on your Pocket PC Phone.



- 1 In the **Terminal Services** window, tap **Start** → **Shutdown**.
- 2 Tap **Disconnect**.



If your administrator has configured **Terminal Services Client** to reconnect to disconnected sessions, you will be reconnected to this session the next time you connect to this server.

Disconnecting and Ending a Session



- 1 In the **Terminal Services Client** window, tap **Start** → **Shutdown**.
- 2 Tap **Log Off**.

Tips and Tricks

Improving display performance

Display performance is improved by decreasing the time it takes for the screen to be refreshed on the desktop computer.



- 1 On your desktop computer, select **Start** → **Settings** → **Control Panel**.
- 2 Click **Display**.
- 3 Clear the **Transition effects for menus and tooltips** check box.

Improving browser performance

Performance with **Internet Explorer** on the desktop computer is improved by decreasing the time it takes for Web pages to be refreshed.



- 1 In **Internet Explorer** on your PC, select **Tools** → **Internet Options**.
- 2 Click the **Advanced** tab.
- 3 Clear the **Use smooth scrolling** check box.

7.4 Bluetooth

Bluetooth is a short-range wireless communications technology. Unlike infrared, you don't need to line up the devices to beam information within a closer range when operating with **Bluetooth** connection.

With **Bluetooth** powered on, you can send information or perform the following tasks wirelessly between two **Bluetooth** devices within a range of about **10 meters (30 feet)**:

- **Exchange information**, such as files, calendar items, tasks, and contacts or business cards.
- **Synchronize** with a PC with **Bluetooth** capability through an **ActiveSync** connection.
- **Partner** with a **Bluetooth-enabled** mobile phone and use it as a wireless modem.
- Connect to, use, and disconnect to other **Bluetooth** devices.

Using Bluetooth

The **Bluetooth** icon in the lower-right corner of the **Today** screen provides quick access to the **Bluetooth Manager** and **Bluetooth Settings**.

The icon changes subject to the **Bluetooth** using status :



- **Bluetooth** is active.



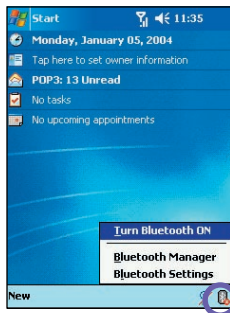
- **Bluetooth** is disabled (Default status).



- **Bluetooth** is initializing.



When your **Bluetooth** is powered on, the **LED** indicator for **Bluetooth**, located on the left upper corner of your Pocket PC Phone, will blink blue for every **6** seconds to indicate **Bluetooth** is on or alternate between blinking blue and blinking green for every **3** seconds if **Wireless LAN** is also turned on.




Bluetooth Settings

With **Bluetooth Settings**, you can :

- Turn **Bluetooth** on/off and enable/disable **Bluetooth** services.
- Create or Change a name for your Pocket PC Phone when using **Bluetooth** to connect with other devices.
- Set your connection preferences and user profile.
- Specify security settings and define settings for sharing and connecting.

Turning On Bluetooth

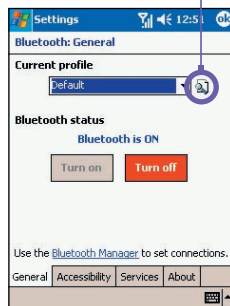
From the **Today** screen, lower-right corner, by tapping  you can turn **Bluetooth** on in either :



1 Select **Turn Bluetooth ON**.
or

2 Select **Bluetooth Settings** → and then tap **Turn On**.

Tap to create, delete, or rename a profile



Using Profiles

Setting the profiles allows:


- Different users to quickly re-configure the Pocket PC Phone to the personal preferences. For example, if Joe and Mary both use the same Pocket PC, but each uses it for a different purpose, selecting a pre-configured profile will alter the settings to those of the appropriate user.
- A single user to quickly re-configure the Pocket PC Phone for a different environment. If Joe uses his device primarily at the office, but also uses it when traveling, he can easily switch to a pre-configured profile that has more secure settings for hotel, airport, or similar “public” environments.



All **Bluetooth Settings** are saved in the active profile. When your Pocket PC Phone is turned off, **Bluetooth Settings** saves the last-used profile and reloads that profile the next time your Pocket PC Phone is turned on.

a. To Create a new profile:




- 1 From the **General** tab → tap the icon  to access a screen from which you can **Add**, **Rename** and **Delete** a profile.
- 2 Tap the **New** button.
- 3 Enter a descriptive name for the new profile, for example, **Office**.
- 4 Select an existing profile on which to base the new profile.
- 5 Tap **OK**.



The new profile does **NOT** automatically become the active profile; to activate the new profile, select it from the **Current Profile** field on the **General** tab.

b. To Rename or Delete a profile:




- 1 From the **General** tab → tap the icon  to access a screen from which you can **Add**, **Rename** and **Delete** a profile.
- 2 Tap a profile from the profile name list and then tap **Rename** or **Delete** button to rename or delete the selected profile.

c. To Save configuration settings in a profile:

When you make changes to the Pocket PC Phone's configuration, those changes are automatically saved when you select a different profile, turn **Bluetooth** off, or shut down your Pocket PC Phone.



- 1 From the **General** tab → tap the icon  to access a screen from which you can **Add**, **Rename** and **Delete** a profile.
- 2 Select the desired profile from the **Current Profile** field on the General tab.
- 3 Setup your Pocket PC Phone including the necessary settings in **Accessibility** and **Services** tab described later so that it behaves in your desired manner.
- 4 Tap OK and then close the Bluetooth Settings screen; the changes are saved automatically.




To avoid saving unwanted changes to a regularly used profile, create a new profile that is based on the profile currently in use, select the new profile, and then make the changes while the new profile is active.

Setting Accessibility Properties

You can enter or change the accessibility properties to define how your Pocket PC Phone interacts with other **Bluetooth** devices by tapping the **Bluetooth** icon on the lower-right corner of **Today** screen → **Bluetooth Settings** → **Accessibility** tab.



- 1 Enter the **Bluetooth** name of your Pocket PC Phone, as displayed to remote devices when the associated profile is active if the **Use PocketPC device name for Bluetooth** checkbox is un-checked.
- 2 If the box **Use PocketPC device name for Bluetooth** is checked, the name assigned to your Pocket PC Phone (by tapping  → **Settings** → **System** tab → **About** → **Device ID** tab → **Device Name**) will always be displayed to the remote user as the Bluetooth name of your Pocket PC Phone.

- 3 **Allow other devices to connect** - when this option is enabled, other devices are permitted to connect to this device. Two mutually exclusive sub-options provide additional refinement. They are:
 - **All devices** - select this option to allow all devices to connect.
 - **Paired devices only** - select this option to allow only devices that have a paired relationship with your Pocket PC Phone to connect.
- 4 **Other devices can discover me** - when this option is enabled, other **Bluetooth** devices can see and report your Pocket PC Phone. This allows any device, even those unknown to you, to connect to your Pocket PC Phone.

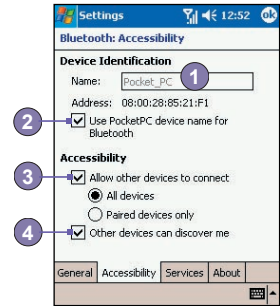


The ability of remote devices to connect is also subject to the security restrictions and whether **Bluetooth** is enabled on your Pocket PC Phone.

Enabling Bluetooth Services

The services that your Pocket PC Phone provides to other devices when using **Bluetooth** include :

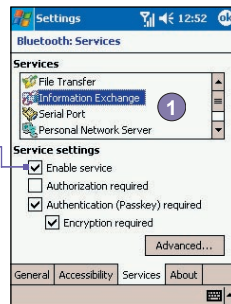
- **File Transfer** - file-related operations such as get a file/use a file/delete a file, etc.
- **Information Exchange** - send the default business card (Pocket Outlook contact) on request.
- **Serial Port** - Bluetooth serial port operations. Bluetooth serial ports are used as a replacement for a physical cable between devices.
- **Personal Network Server** - join or host a Bluetooth-based personal area network
- **Dial-up Networking** - provide access, via a phone line or other access system, to a remote computer network such as an Internet service.
- **Hands Free** - allows you to connect to a remote headset or other audio device.



All the services can be individually configured by tapping the **Bluetooth** icon on the lower-right corner of **Today** screen → **Bluetooth Settings** → **Services** tab.



- 1 In the **Services** field, select the service to be configured.
- 2 In the **Service settings** area, enable the desired options by checking the **Enable service** box.



Service Security Settings

Each **Bluetooth** service has its own individual security settings. Even though the options are the same for each service, in each case they are specific to the individual service being configured.

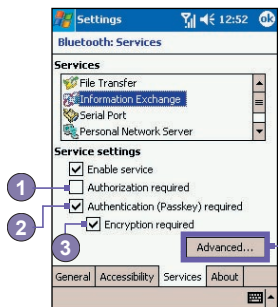
In the **Service settings** area of **Services** tab by tapping the **Bluetooth** icon on the lower-right corner of **Today** screen → **Bluetooth Settings**:



- 1 **Authorization required**
When enabled, your Pocket PC Phone will require that each attempt to establish a connection be individually authorized on the pop up **Authorization Request** screen; that is, you must authorize each connection, when a remote device attempts to connect to this service.
- 2 **Authentication (Passkey) required**
When enabled, a passkey or a **Link Key** is required from the remote device before allowing the connection.



A passkey is a code you enter to authenticate connections requested by other devices. This passkey must be known and used by both parties, otherwise, the connection will not be allowed.



- 3 You can also enable the **Encryption required** function if you want to require all data exchanged between your Pocket PC Phone and the remote Bluetooth device to be encrypted.
- 4 Some services have advanced configuration options; if available, tap **Advanced** to access the additional settings.

Bluetooth Manager



Tap the **Bluetooth** icon on the lower-right corner of **Today** screen → **Bluetooth Manager**.

The **Bluetooth Manager** provides a friendly user interface for establishing connections base on the connection preferences and profiles that you have set in the **Bluetooth Settings**. With **Bluetooth Manager**, you can:

- Exchanging information or business cards.
- Create, manage, and use the services connection that you have enabled in the **Bluetooth Settings** with other remote devices.
- Displaying shortcuts.
- Controlling the on-screen display.



Opening **Bluetooth Manager** automatically turns on **Bluetooth**.

Exchanging Information or Business Cards

There are two options : **Paired devices** and **Business Card Exchange** when you tap the **Bluetooth** icon on the lower-right corner of **Today** screen → Select **Bluetooth Manager** → and then tap **Tools** menu.


a. To pair with another device:

Pairing essentially means giving two devices permission to communicate with each other.

When two devices are paired, they share, and exchange prior to each connection, an internally generated security key. This security key, called a **Link Key**, is based on a unique **Bluetooth Device Address**, a random number, and a user-defined password.



- 1 From the **Bluetooth Manager** → **Tools** menu, → select **Paired devices**.
- 2 On the **Paired devices** screen → tap **Add**.

- 3 On the **Device Pairing** screen: tap  to access the **Select a Bluetooth device** screen → and then select one from the available list to return to the prior screen and populate the **Device:** field → Enter the correct password in the **Passkey:** field.
- 4 Tap **OK**.

b. To exchange Business Cards:



- 1 From the **Bluetooth Manager** → **Tools** menu, → select **Business Card Exchange**.
- 2 Tap the link at the bottom of the screen to select a default business card. After the card is selected, tap **OK** to return to the **Business Card Exchange** screen.



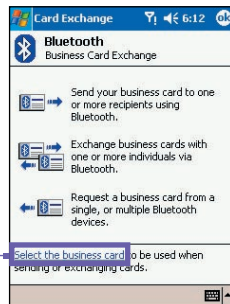
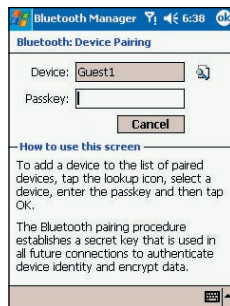
To **Send** or **Exchange** business card(s) you must first specify your default business card in the **Bluetooth Settings** screen → **Services** tab → Select **Information Exchange** service → and then tap **Advanced** button to set your business card.

- 3 Tap the **Send**, **Exchange** or **Request** icon, as appropriate.
- 4 From the **Bluetooth Browser** screen tap the name of the remote device → and then tap **OK**.

Bluetooth Connection Wizard

From the **Bluetooth Manager**, tap the **New** menu to start the **Bluetooth Connection Wizard**, which walks you through the process of creating a connection. Choose the type of connection and then tap **Next**. The succeeding wizard screens will guide you through establishing the parameters of the connection. The exact content of the succeeding screen will vary, depending on the type of connection being created.

Tap **Next** to move to the next page, or **Back** to return to the previous page.



Some of the connection types included in the wizard can help you do are :

■  **Hands-free/Headset setup (optional item):**

Locate and pair with a **Bluetooth** headset or other hands-free device.

■  **ActiveSync via Bluetooth:**

Locate a **Bluetooth** PC and create a connection shortcut that will establish a synchronization link between the **Personal Information Manager** on your Pocket PC Phone and the desktop computer.

■  **Browse files on a remote device:**

Locate and connect to a remote device to examine the contents of a remote folder and/or send/receive file(s) to/from that device. An optional connection shortcut can be created.

■  **Connect to a network:**

Locate a remote device that can provide access to the Internet. Examples include a **Bluetooth** cell phone, a **Bluetooth** modem, or possibly a **Local Area Network**. Once the connection shortcut is created, open the connection and then open a browser such as **Internet Explorer**.

■  **Join a Personal Network:**

Create, or locate and join, a **Bluetooth** network. Create a shortcut to a connection that can be used to share files, collaborate with co-workers, participate in multiplayer games....

■  **Exchange business cards:**

Locate and connect to a remote **Bluetooth** device and then send, receive and/or exchange electronic business cards with that device.

■  **Explore a Bluetooth device:**

Locate a remote device, view the services the remote device can provide, and then create a connection shortcut to one or more of those services (hold down the **Navigation/Action Button**) to tap and select multiple services.

a. Using a Serial Port Connection

The use of a **Bluetooth** wireless serial port connection is identical to the use of a physical cable serial port connection between two devices. As with a physical connection, the application that will use the connection must be configured to use the correct serial port.

To determine the communications port assigned to the **Bluetooth** serial port:

- 1 Tap the **Bluetooth** icon on the lower-right corner of **Today** screen → **Bluetooth Settings** → **Services** tab.
- 2 Select **Serial Port** from the services area → and then tap **Advanced**.
- 3 The **Outbound COM Port** is the lower listing on the screen. You must configure the application that will use the **Bluetooth Serial Port** to send data to this port.



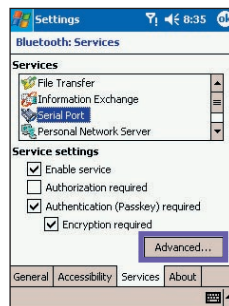
For more information about configuring your application's **outbound COM port**, refer to the application's documentation.

To establish a serial connection:

- 1 Tap the **Bluetooth** icon on the lower-right corner of **Today** screen → **Bluetooth Manager**.
- 2 Tap **New** → select **Explore a Bluetooth device** → tap **Next**.
- 3 Follow the connection wizard instructions.

b. Setting up a Bluetooth Hands-free/Headset Connection

- 1 From the **Today** screen → tap **Bluetooth** icon → **Bluetooth Manager**.



- 2 Tap **New** → **Hands-free/Headset setup** → Tap **Next**.



Be sure that the **Hands-free** device you are trying to connect to is ready to receive incoming connection requests. Please refer to the device's manual for more information.

- 3 Follow the connection wizard instructions.

c. Setting up an ActiveSync via Bluetooth on your Pocket PC Phone

You can set up an **ActiveSync** partnership with a **Bluetooth-enabled** computer. First, you need to set up the **Bluetooth Configuration** of your computer (follow the instruction in the user manual of your **Bluetooth** device or PC), then setting up your Pocket PC Phone.

To establish an **ActiveSync** connection on your Pocket PC Phone:



- 1 From the **Today** screen → tap **Bluetooth** icon → **Bluetooth Manager**.
- 2 Tap **New** → **ActiveSync via Bluetooth** → **Next**.
- 3 Follow the connection wizard instructions.



Be sure the **ActiveSync COM** port setting on your PC is the same as the **COM** port setting used for **Bluetooth** on your PC.

- 4 Follow the **Bluetooth Browser** screen, select the PC you want to synchronize with → tap **Next**.
- 5 Under **Serial Port Selection** → select the name of the serial port for the PC selected above → then tap **Next** → **Finish**.

d. Dial-Up Networking : Connect to Remote PC

Dial-up Networking (DUN) allows you to connect to a remote computer via a phone line. Once connected, you can browse the Internet, check your e-mail, etc.

The remote **Bluetooth** device that will provide the **Dial-up Networking** service must have access to a telephone system (either a hard-wired or cellular connection).

Devices that might provide the **Dial-up Networking** service include:

- **Bluetooth-enabled** cellular telephones
- **Bluetooth-enabled** desktop computers that are attached to a telephone system
- **Bluetooth** modems.

The remote computer to which you are connecting must also be attached to the phone system and capable of answering a call.

To use **Dial-up Networking** :



- 1 From the **Today** screen → tap **Bluetooth** icon → **Bluetooth Manager**.
- 2 Tap **New** → **Connect to a network** → **Next**.
- 3 Follow the connection wizard instructions.




After you create the **Dial-up Networking** shortcut with a device → tap and hold the shortcut icon in the **My Shortcuts** tab of the **Bluetooth Manager** → and tap **Connect**.

- 4 Tap **New Connection** → Tap **OK**.
- 5 Enter a name for the connection in the **Connection Name** field.
- 6 Enter a phone number. You may need to enter the country code and area code, depending on where you are calling.
- 7 Tap **OK** to begin dialing.

To make this connection the default dial-up connection for **Pocket Internet Explorer** when using **Bluetooth** modem, you still need to complete the following steps:




- 1 From the **Today** screen, tap  → **Settings** → **Connections** tab.
- 2 Tap the **Connections** icon → **Advanced** tab → **Select Networks**.
- 3 Enable **Bluetooth Settings** from the dropdown list.

e. Send via Bluetooth

Pocket Outlook Contacts, **Calendar** items, and **Tasks** can be sent individually or collectively to a remote device.

To send data via **Bluetooth** transfer :



- 1 Tap  → **Programs** → open **Calendar**, **Contacts** or **Tasks**.
- 2 Highlight the item(s) to be sent
- 3 Tap-and-hold the item(s), and from the pop-up menu, tap **Send via Bluetooth**.

- On the **Select a Bluetooth device** screen, tap the name of the destination device, and then tap **OK**.

f. Bluetooth Personal Area Network

A **Bluetooth personal area network** is a private, temporary, ad-hoc network of up to eight devices. A **Bluetooth personal area network** makes it easy to exchange information that would normally require a **TCP/IP** network. For example, most chat utilities, multi-player games, etc. are fully functional in a Bluetooth personal area network environment.

Bluetooth personal area networks are subject to the same security settings that govern other **Bluetooth** communications (service availability, authorization, authentication, and encryption).

One **Bluetooth** device must be the host of the personal area network. Other **Bluetooth** devices join the network as clients. The host can accept and reject clients on an individual basis.

To host a **Personal Area Network** :

- From **Bluetooth Manager** → select **New** → **Connect** → **Join a personal network** → and then tap **Next**.
- On the next wizard screen select **Host a personal network** → and then tap **Next**.
- Add remote devices to the **Bluetooth Personal Area Network**, if desired:
 - Tap the **Add** button and select the device to be added.
 - Add additional devices, if desired, (up to eight total, including the host)

After all the desired devices have been added, tap **OK** to complete the setup and close the wizard.



Adding devices is optional; devices do not have to be added to the **personal area network** when the **Host** is configured. Devices can join the personal area network later.



To join a **Personal Area Network** :



- 1 From **Bluetooth Manager** → select **New** → **Connect** → **Join a personal network** → and then tap **Next**.
- 2 On the next wizard screen select **Join a personal network** → and then tap **Next**.

The **Bluetooth Browser** appears; select the host of the personal area network → and then tap **Next** to establish a connection to the personal area network. → If asked to enter **IP** network settings select **Use server-assigned IP address** → and then tap **OK**.



The network host's authorization and authentication settings, and/or its **Personal Area Network** service availability may prevent you from joining the network. Any application that requires a network connection can use the **Personal Area Network** connection.

My Shortcuts

The default tab on the **Bluetooth Manager** is **My Shortcuts**. This screen displays the icons that have been created for connections to other devices. The icons provide visual feedback about the status of the connection to which they are linked.

The double-tap is context sensitive:

- If the connection is not open—double-tap its icon to establish a connection.
- If the connection is open—double-tap its icon to display the connection's status.

Connections can also be opened/closed, and other options accessed, using the tap-and-hold technique. If you tap a connection icon and hold the stylus in place for a few seconds, a context sensitive menu appears.

Active Connections

This tab displays the active **Outgoing** and **Incoming Connections** on your Pocket PC Phone.

Chapter 8

Messaging Features

8.1 E-Mail Messages

8.2 Messaging

8.3 MSN Messenger

**8.4 Managing Messages
and Folders**

8.1 E-mail Messages : Using Inbox

You can set up a connection to an e-mail server so that you can send and receive e-mail messages by using a modem or network connection and Inbox on your device.



The ISP or network must use a **POP3** or **IMAP4** e-mail server and an **SMTP** gateway.

You can use multiple e-mail services to receive your messages. For each e-mail service you intend to use, first set up and name the e-mail service. If you use the same service to connect to different mailboxes, set up and name each mailbox connection.

To set up an e-mail service :



- 1 Open **Messaging** on your device, tap **Accounts** → **New Account**. Follow the directions in the **New Account Wizard**.
- 2 Fill in you e-mail address then tap **Next**.




Next will initiate **auto-configuration** which attempts to connect your Pocket PC Phone to your e-mail server and automatically download the necessary e-mail connection settings.

- If **auto-configuration** is successful you can immediately begin sending/receiving e-mails.
- If **auto-configuration** is unsuccessful you will need to manually enter the settings.

- 3 Enter **Your name**, **User name** and **Password**, then tap **Next**.
- 4 From the drop down menu select the **Account type** that your e-mail provider supports (**POP3** or **IMAP4**).
- 5 Enter a **Name** for your e-mail account then tap **Next**.

- 6 Enter the your e-mail provider's server name information for Incoming mail and Outgoing mail, then tap **Finish**. When finished, to connect to your e-mail server, tap **Accounts** → **Connect**.



For an explanation of a screen, tap  and then **Help**.

Sending and Receiving E-mail

You can use Inbox to send and receive **e-mail** messages in either of these ways:

- Synchronize e-mail messages with **Microsoft Exchange** or **Microsoft Outlook** on your PC.
- Connect directly to an e-mail server through an Internet service provider (ISP) or a network.

You also can use Inbox to send and receive **text messages**; it supports 8 bits of data with class 0, 1, 2, 3, and Unstructured Supplementary **Service Data (USSD)** as well.

a. Synchronizing E-mail Messages

E-mail messages can be synchronized as part of the general synchronization process. You will need to enable Inbox synchronization in **ActiveSync**. For information on enabling **Inbox** synchronization, see **ActiveSync Help** on the PC.

During synchronization:

- Messages are copied from the mail folders of **Exchange** or **Outlook** on your PC to the **ActiveSync** folder in **Inbox** on your device. By default, you will receive messages from the past five days only, and the first 100 lines of each message.
- E-mail messages in the **Outbox** folder on your device are transferred to **Exchange** or **Outlook**, and then sent from those programs.

E-mail messages in folders must be selected in **ActiveSync** on your PC in order to be transferred.

b. Connecting Directly to an Email Server


- Once your e-mail account is set up and you're connected, new messages will be downloaded to the device's **Inbox** folder, and messages in the device **Outbox** folder will be sent.
- When you delete a message on your device that was downloaded from your e-mail server, it will also be deleted from the e-mail server the next time you connect.
- You can work online or offline. When working online, you read and respond to messages while connected. Messages are sent as soon as you tap **Send**, which saves space on your device.
- When working offline, once you have downloaded new message headers or partial messages, you can disconnect from the e-mail server and then decide which messages to download completely. The next time you connect, **Inbox** downloads the complete messages you have marked for retrieval and sends the messages you have composed.

c. Using the Message List

- Messages you receive are displayed in the message list. By default, the most recently received messages are displayed first in the list.
- When you receive a message, tap to open it. Unread messages are displayed in bold.
- You can mark the messages that you want to retrieve in full during your next synchronization or e-mail server connection. In the message list, tap and hold the message you want to retrieve. On the pop up menu, tap **Mark for Download**. The icons in the Inbox message list provide visual indication of message status.
- Specify your downloading preferences when you set up the service or select your synchronization options. You can change them at any time:
 - 1 Change options for Inbox synchronization using **ActiveSync** options. For more information, see [ActiveSync Help](#).
 - 2 Change options for direct e-mail server connections in Inbox on your device. Tap **Tools** → **Options**. On the **Account** tab, tap the service you want to change. Tap and hold the service and select **Delete** to remove a service.


d. Creating an E-mail message



- 1 Tap **New**.
- 2 In the **To** field, enter either **e-mail address** of one or more recipients, separating them with a semicolon, or select a name from the contact list by tapping the **Address Book**  button. All e-mail addresses entered in the e-mail fields in Contacts appear in the Address Book.



Phone messages can be sent by entering the **SMS** numbers in the **To** field.

- 3 Compose your message. To enter preset or frequently used messages, tap **My Text** and select a message.
- 4 Tap  button when you have finished the message. If you are working offline, the message is moved to the **Outbox** folder and will be sent the next time you connect.






Swap between **Outlook Email** and **Text Messages** by tapping **Account**.

8.2 Messaging

Messages can be sent in two ways :

- Go to **Messaging**, open a new e-mail message and select **Outlook Email** or **Text Messages** account in the **Account** type options.
- Or you can directly send in phone dialer in the **Tools** menu bar.

To send Messages in phone dialer :

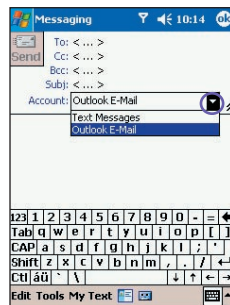
- 1  In phone dialer screen, tap **Tools** → **Send Text Message**. A new message screen appears in **Inbox**.
- 2 In the **To** field, enter the **Phone number** of one or more recipients, separating them with a semicolon, or select a name from the contact list by tapping the **Address Book**  button.
- 3 Compose your message. To enter preset or frequently used messages, tap **My Text** and select a message.
- 4 Tap  when you have finished the message. If you are working offline, the message is moved to the **Outbox** folder and will be sent the next time you connect.



Text Message cannot be used to send e-mail messages. You can tap the double arrows next to the subject field to show the complete header. From the **Account** list, select an e-mail account.



If you are sending a text message and want to know if it was received, tap **Tools**, **Options**, and select **Request message delivery notification** before sending the message.



8.3 MSN Messenger : Instant Messaging

MSN®Messenger on your mobile device is an instant messaging program that lets you:

- See who is online.
- Send and receive instant messages.
- Have an instant message conversations with groups of contacts.
- Notify contacts of your on-line status.
- Block contacts from seeing your status or sending you messages.

To use **MSN Messenger**, you must have a **Microsoft Passport™** account or a **Microsoft Exchange** e-mail account. Once you have obtained one of these accounts, you are ready to sign in to **MSN Messenger**.



If you have a **Hotmail®** or **MSN** account, you already have a Passport.

- To set up a **Microsoft Passport** account, go to <http://www.passport.com>
- To set up a **Hotmail** account, go to <http://www.hotmail.com>

To switch to MSN Messenger :



Tap  → Program → MSN Messenger

Setting Up and Signing In



- 1 Connect to the **Internet** using any methods outlined in *Chapter 7 Getting Connected*.
- 2 Tap anywhere on the MSN Messenger screen, enter your sign-in name and password then tap **Sign in**.
Or tap **Tools** → **Options** → **Accounts** tab to set your sign-in name and password by selecting **Enable MSN Messenger Service**.



Your sign-in name is usually in the form of **username@domain.com**.



If you already use **MSN Messenger** on your PC, your contacts will automatically appear on your device.

Working with Contacts

The **MSN Messenger** window displays all of your messenger contacts at a glance, divided into Online and Not Online categories. From this view, while connected, you can chat, send e-mail, block a contact from chatting with you, or delete contacts from your list using the pop-up menu.




To see others online without being seen, open the **Tools** menu, tap **My Status** and select **Appear Offline**. If you block a contact, you will appear offline but will remain on the blocked contact's list. To unblock a contact, tap and hold the contact, then tap **Unblock** on the pop up menu.



Chatting with Contacts

Tap a contact name to open a chat window. Enter your message in the text entry area at the bottom of the screen, or tap **My Text** to enter a preset message, then tap **Send**. To invite another contact to multi-user chat, open the **Tools** menu, tap **Invite** then tap the contact you want to invite.

To know if the contact you are chatting with is responding, look for the message under the text entry area.

For more information on using **MSN Messenger**, tap  → **Help**.

8.4 Managing Messages and Folders

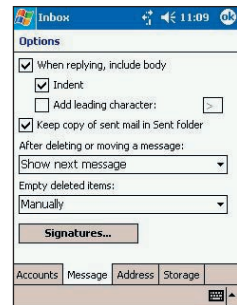
By default, messages are displayed in one of five folders for each service you have created: **Inbox**, **Deleted Items**, **Drafts**, **Outbox**, and **Sent Items**. The Deleted Items folder contains messages that have been deleted on the device. The behavior of the Deleted and Sent Items folders depends on the options you have chosen. In the message list, tap **Tools** and then **Options**. On the **Message** tab, select your options.

To organize messages into additional folders, create new folders by tapping **Tools**, then **Manage Folders**. To move a message to another folder, in the message list, tap and hold the message and then tap **Move to** on the pop up menu.

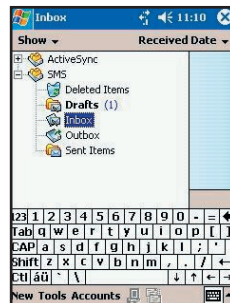
Folder behavior with a direct connection to an e-mail server

The behavior of the folders you create depends on whether you are using **ActiveSync**, **SMS**, **POP3**, or **IMAP4**.

- If you use **ActiveSync**, e-mail messages in the Inbox folder in **Outlook** will automatically be synchronized with your device. You can select to synchronize additional folders by designating them for **ActiveSync**. The folders you created and the messages you moved will then be mirrored on the server. For example, if you move two messages from the Inbox folder to a folder named **Family** and you have designated **Family** for synchronization, the server creates a copy of the **Family** folder and copies the messages into that folder. You can then read the messages while away from your PC.
- If you use **Text Messages**, messages are stored in the Inbox folder of **Text messages** category.



- If you use **POP3** and you move e-mail messages to a folder you created, the link is broken between the messages on the device and their copies on the mail server. The next time you connect, the mail server will see that the messages are missing from the device Inbox and delete them from the server. This prevents you from having duplicate copies of a message, but it also means that you will no longer have access to messages that you move to folders created from anywhere except the device.
- If you use **IMAP4**, the folders you created and the e-mail messages you moved are mirrored on the server. Therefore, messages are available to you anytime you connect to your mail server, whether it is from your device or PC. This synchronization of folders occurs whenever you connect to your mail server; create new folders, or rename/delete folders when connected.



Chapter 9

Companion Programs

9.1 Pocket Word


9.2 Pocket Excel

9.3 Windows Media Player

9.4 Pictures

Companion programs consist of **Microsoft® Pocket Word**, **Microsoft® Pocket Excel**, **Windows Media Player** for Pocket PC, **Microsoft® Reader** and **Pictures**.



To switch to a companion program on your device, tap the **Programs** on the  menu, and then tap the program.

9.1 Pocket Word

Pocket Word works with **Microsoft Word** on your PC to give you easy access to copies of your documents. You can create new documents on your device, or you can copy documents from your PC to your device. Synchronize documents between your PC and your device so that you have the most up-to-date content in both locations.

To create a new file :



1 Tap  → **Programs** → **Pocket Word** → **New**. A blank document appears.

2 If you have selected a template for new documents in the **Tool** → **Options** dialog box, that template appears with appropriate text and formatting already provided.



You can open only one document at a time; when you open a second document, you will be asked to save the first. You can save a document you create or edit in a variety of formats, including **Word** (.doc), **Pocket Word** (.psw), **Rich Text Format** (.rtf), and **Plain Text** (.txt).

Pocket Word contains a list of the files stored on your device. Tap a file in the list to open it. To delete, make copies of, and send files, tap and hold a file in the list. Then, select the appropriate action on the pop up menu.

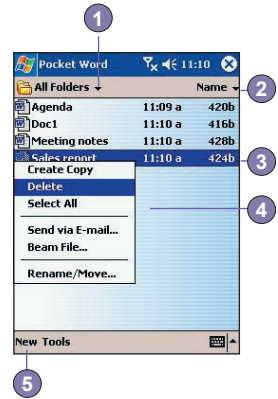
- 1 Select the folder type you want displayed in the list.
- 2 Tap to change the sort order of the list.
- 3 Tap to open a document.
- 4 Tap and hold an item to see a pop-up menu of actions.
- 5 Tap to create a new documents.



You can change the zoom magnification by tapping **View** and then **Zoom**. Select a higher percentage to enter text and a lower one to see more of your document.



If you are opening a **Word** document created on a PC, select **Wrap to Window** on the **View** menu so that you can see the entire document.



Entering Information in a New File

You can enter information in **Pocket Word** in one of four modes (typing, writing, drawing, and recording), which are displayed on the **View** menu. Each mode has its own toolbar, which you can show and hide by tapping the **Show/Hide Toolbar** button on the command bar.

a. Typing Mode

- Using the input panel, enter typed text into the document. For more information on entering typed text, see [Chapter 2](#).
- To format or edit existing text, first select it by using your stylus to drag through the text. You can search a document for text by tapping **Edit** → **Find/Replace**.

Entering Information in a New File (Cont'd.)

b. Writing Mode

In writing mode, use your stylus to write directly on the screen. Ruled lines are displayed as a guide, and the zoom magnification is greater than in typing mode to allow you to write more easily. For more information on writing and selecting writing, see [Chapter 2](#).




If you cross three ruled lines in a single stylus stroke, the writing becomes a drawing and can be edited and manipulated as described in the following section.

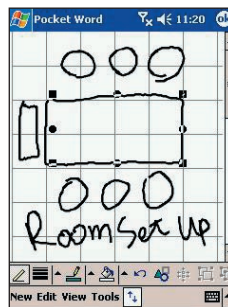
Written words are converted to graphics (metafiles) when a Pocket Word document is converted to a Word document on your PC.

c. Drawing Mode

In drawing mode, use your stylus to draw on the screen. Gridlines appear as a guide. When you lift your stylus off the screen after the first stroke, you'll see a drawing box indicating the boundaries of the drawing. Every subsequent stroke within or touching the drawing box becomes part of the drawing. For more information on drawing and selecting drawings, see [Chapter 2](#).

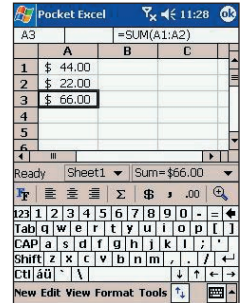
d. Recording Mode

In recording mode, you can embed a recording into your document. **Recordings** are saved as .wav files. For more information on recording, see [Making a Recording in Chapter 2](#). For more information on using Pocket Word, tap  → [Help](#).




9.2 Pocket Excel

Pocket Excel works with **Microsoft Excel** on your PC to provide easy access to copies of your workbooks. You can create new workbooks on your device, or you can copy workbooks from your PC to your device. Synchronize workbooks between your PC and your device so that you have the most up-to-date content in both locations.



To Create a new Pocket Excel File

- 1 Tap  → **Programs** → **Pocket Excel** → **New**.
A blank workbook appears.
- 2 If you have selected a template for new workbooks in the **Options** dialog box, that template appears with appropriate text and formatting already provided.

Pocket Excel provides fundamental spreadsheet tools, such as formulas, functions, sorting, and filtering. To display the toolbar, tap **View** → **Toolbar**.



You can open only one workbook at a time; when you open a second workbook, you will be asked to save the first. You can save a workbook you create or edit in a variety of formats, including **Pocket Excel** (.pxl) and **Excel** (.xls).

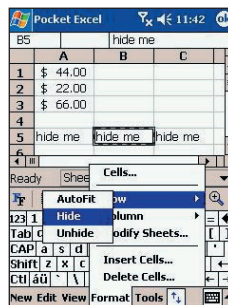
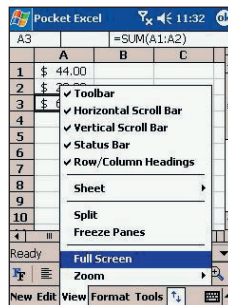


If your workbook contains sensitive information, you can protect it with a password. To do so, open the workbook; tap **Edit** → **Password**. Every time you open the workbook, you will need to enter the password, so choose one that is easy for you to remember but hard for others to guess.


Tips for Working in Pocket Excel

Note the following when working in large worksheets in Pocket Excel:

- View in full screen mode to see as much of your worksheet as possible. Tap **View** → **Full Screen**. To exit full screen mode, tap **Restore**.
- Show and hide window elements. Tap **View** → tap the elements you want to show or hide.
- Freeze panes on a worksheet. First select the cell where you want to freeze panes. Tap **View** → **Freeze Panes**. You might want to freeze the top and left most panes in a worksheet to keep row and column labels visible as you scroll through a sheet.
- Split panes to view different areas of a large worksheet. Tap **View** → **Split**. Then drag the split bar to where you want it. To remove the split, tap **View** → **Remove Split**.
- Show and hide rows and columns. To hide a hidden row or column, select a cell in the row or column you want to hide. Then tap **Format** → **Row** or **Column** → **Hide**. To show a hidden row or column, tap **Tools** → **Go To**, and then type a reference that are in the hidden row or column. Then tap **Format** → **Row** or **Column** → **Unhide**.



9.3 Windows Media Player for Pocket PC

Use **Microsoft Windows Media Player** for Pocket PC to play digital audio and video files that are stored on your device or on a network. To switch to **Windows Media Player** for Pocket PC, tap  → **Windows Media**.



Use **Microsoft Windows Media Player** on your PC to copy digital audio and video files to your Pocket PC. Your Pocket PC can play **Windows Media** and **MP3** files.

For more information about using **Windows Media Player** for Pocket PC, tap  → **Help**.

9.4 Pictures

Pictures collects, organizes and sorts **.jpg** picture files on your device. You can download images to your PC, and then use ActiveSync to copy the files to your Pocket PC Phone. After that, you can view the images as a slide show.




Pictures can also be stored and transferred to your device from an MMC, SD or digital camera card. Insert a card into the memory card slot and then copy or drag the pictures from your PC to the **My Documents directory** on the memory card (If the memory card does not have a **My Documents directory** you must create one first).

Transferring Pictures

Pictures stored on your PC can be synchronized with **Pictures** on your device. Picture synchronization is not automatically selected in ActiveSync, you need to tap the sync option **Files** in ActiveSync on your desktop PC to activate this function.




Finding and listing pictures



- 1 Tap  → **Programs** → **Pictures**.
- 2 Tap **My Pictures** and select a folder from the drop-down menu.

Viewing Pictures

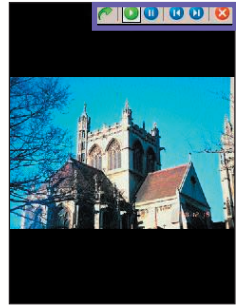


- 1 In picture, tap  to view pictures as a **slide show**.
- 2 Tap  to view pictures stored in your **My Picture** folder.
- 3 Tap  to view pictures stored on a storage card.






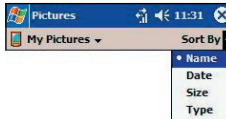
- Tap anywhere on the screen to display the Slide show toolbar, which you can use to pause the slide show, rotate the view, and more.
- Press the **Left / Right** controls to move forward or backward through the slides.



Sorting Pictures



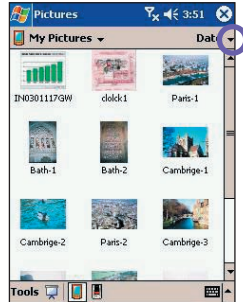
- 1 Tap  → **Programs** → **Pictures**.
- 2 Tap **Name** and select an option from the drop-down menu.



Deleting an Image






- Hold the stylus firmly on the file name of the picture you want to delete, then select **Delete** from the pop-up menu.



Edit Pictures

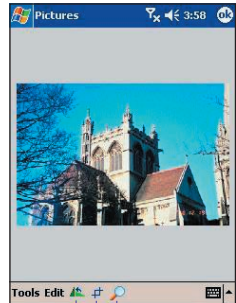
You can **rotate**, **crop**, **zoom** and adjust the **brightness** and **color contrast** of your .jpg pictures.



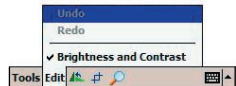
- 1 Tap  to rotate a picture 90 degrees counter-clockwise.
- 2 Tap  to crop a picture by dragging and selecting the crop area. Tap outside of the box to stop cropping.
- 3 Tap  to display the Zoom panel, from which you can zoom in or out of a picture, or return a picture to full-screen size.
- 4 Tap **Edit** → **Brightness and Contrast** to adjust the brightness and contrast levels of a picture.



Tap **Edit** → **Undo** to undo an edit.



1 2 3



Set Pictures as Background

You can use one of your own **.jpg** pictures as the background on the **Today screen**, and specify how you want it displayed on the screen, such as adjusting the transparency level.



- 1 In Pictures, tap the picture you want to set as the background.
- 2 Tap **Tools** → **Set as Today Wallpaper**.




The default setting for the transparency level of the background picture is 65%. To change the setting, tap the option **Set as Today Wallpaper**.

Customizing Pictures

You can opt to launch the Pictures program automatically when a digital camera storage card is inserted and decide on a time delay length between slides when showing a slide show.

a. To select launch automatically:




- 1 Tap  → **Programs** → **Pictures**.
- 2 Tap **Tools** → **Options** → **General**.
- 3 Then check the box next to **Detect digital camera storage cards**.



b. To select the time delay between slides :



- 1 Tap  → **Programs** → **Pictures**.
- 2 Tap **Tools** → **Options** → **Slide Show**.
- 3 Select a number of seconds then tap **OK**.

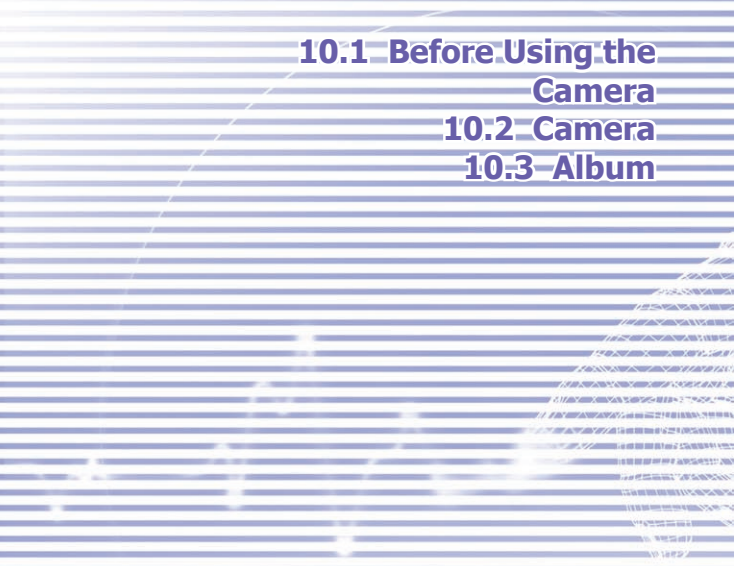
Chapter 10

Using Your Camera

**10.1 Before Using the
Camera**

10.2 Camera

10.3 Album



10.1 Before Using the Camera

With **Camera Wizard**, you can use the attached camera on the back of your device to snap new photos or shoot video clips with accompanying audio. With **Album**, it provides many powerful features to manage, organize, and manipulate the image, video, and audio files.

When in **Image Capture mode**, you can capture standard still images. In **Picture Frame mode**, you can place your captured images into attractive frames (templates). Or, switch to **Video Capture mode** and capture “live” video streams (with audio if desired), then share them with others or play them on your own Pocket PC phone, desktop PC, or whenever you want. You can even send the captured files via **E-mail**. Just **Snap and Send** a newly-captured image, or **Select and Send** an existing image.

Of course, you can also get image, video, and audio files from received **E-mail**, a **Storage Card**, **infrared beaming**, or synchronized from a PC via **ActiveSync**, and organize them into albums and Slide Shows.

File formats supported

File formats that you can browse and view / play in **Album** include:

File Type	Formats
Still-image formats	BMP GIF JPEG
Animation format	Animated GIF
Video formats	Motion-JPEG AVI (.avi) MPEG-4 Simple profile (.mp4) 3GPP-H.263 baseline (.3gp)
Audio formats	MPEG-4 AAC (Advanced Audio Coding in .mp4 format) AMR-Narrow Band (in .mp4 and .3gp format) WAV MIDI (standard MIDI type 0,1, and SP-MIDI)




You can set an audio file to be used as your Pocket PC phone's ring tone. For more information about ring tone settings, please see **Chapter 5**.

You can use **Camera** to capture files in the following formats :




File Type	Formats
Still-image formats	BMP JPEG
Video formats	Motion-JPEG AVI (.avi) MPEG-4 simple profile (.mp4) 3GPP-H.263 baseline (.3gp)
Audio formats	AMR-NB (Adaptive Multi-Rate Narrow Band)

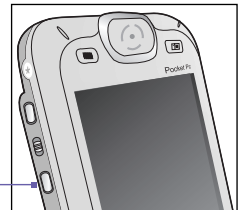
10.2 Camera

There are two ways to enter the **Camera** mode :

- 1 Tap  → **Program** → **Camera**.
- 2 Or just press the lowest button on the left side of your device.

When you initially enter **Camera** mode, **the Image Capture** submode will be active. The icon at the right side of the **LCD Display** area indicates the current submode. After starting one, you can easily switch to the other, if desired.

-  **Photo Capture** mode (capture still images)
-  **Video** mode (capture video clips)
-  **Picture Frame** mode (capture still images and place in frame)



Press to enter the Camera mode

Usage of Buttons in Camera Mode

When in **Camera** mode, you can press the following buttons on your Pocket PC Phone as a shortcut to performing various functions.

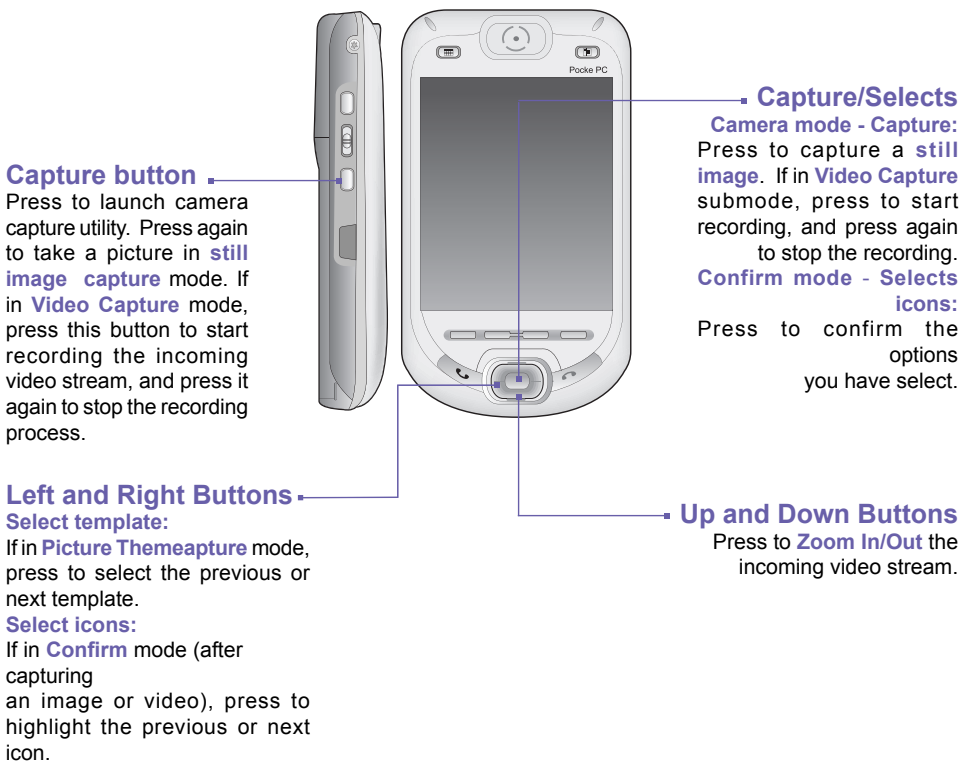
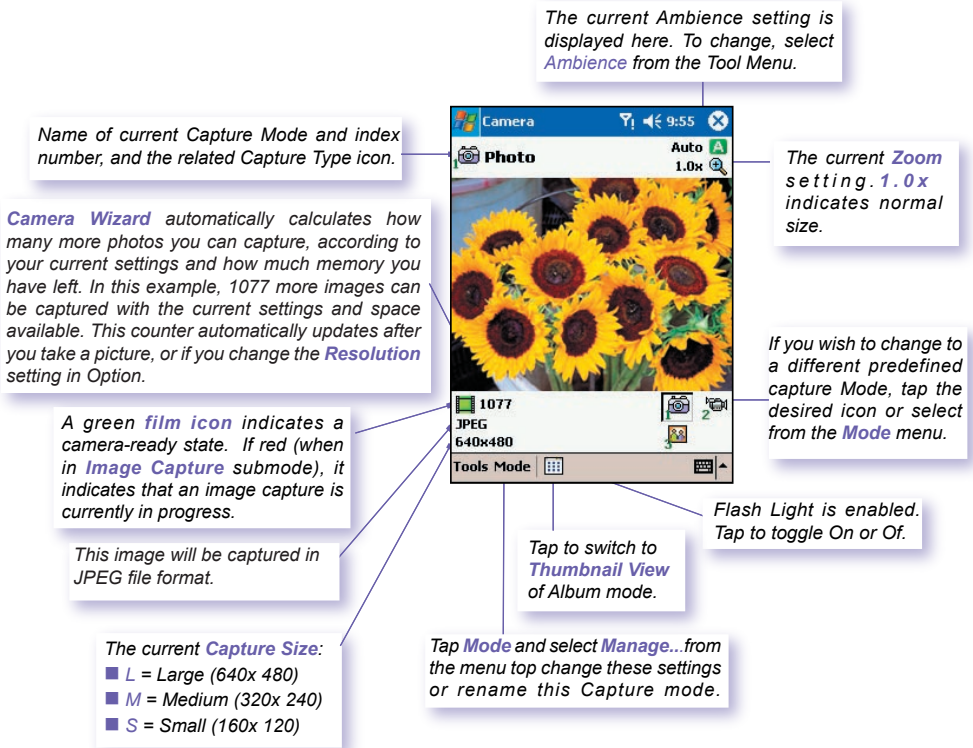


Photo Capture Mode

When in **Photo Capture** mode, you can capture a single still image by either pressing the **Capture** button on your Pocket PC, or by pressing the **Action** button. This captures the current content shown on your screen, and saves it to a file immediately using your currently specified filename convention in **Options**. You can choose **JPEG** or **BMP** as the output format for saved image files, among other settings in **Options**.

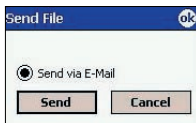
Components of the **LCD Display Panel** in **Photo Capture** mode are identified below.



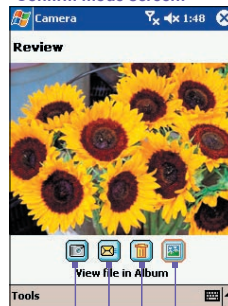
If the **Review file after capture** checkbox is currently checked in the **Options** → **General** screen, then immediately after you capture an image, it will be displayed on the screen along with four icons.



- 1 To return to the previous screen, tap the Camera icon.
- 2 To immediately send a captured image/video, tap the mail icon then select an option from the **Send File** dialog box.
- 3 To delete the image press the rubbish bin option.
- 4 To view and edit the picture tap the **Album** icon (for edit options see *Album*.)



Confirm mode screen:



Zooming In/Out

When in **Video Capture** submode or **Image Capture** submode, you can press the **Up** navigational button on your Pocket PC to **Zoom In** the incoming video stream. Each time you press the “Up” button, the enlargement increases by .2 (1.0, 1.2, 1.4, etc.). When the **Zoom** limit has been reached for the current mode/capture size, a **beep** will sound.

Different maximum limits are available for Zooming, depending on the current **Capture** mode, and also depending on the current **Capture Size**. The table below summarizes the Zoom function availability.

Submode	Capture Size Setting	Zoom Available	Remarks
Video Capture	Large (320 x 240)	1.0x to 2.0x	1x = normal size (no Zoom) 2x = double enlargement 3x = triple enlargement 4x = quadruple enlargement
	Medium (176 x 144)	1.0x to 3.0x	
	Small (128 x 96)	1.0x to 4.0x	
Image Capture	Large (640 x 480)	1.0x (no Zoom available)	
	Medium (320 x 240)	1.0x to 2.0x	
	Small (160 x 480)	1.0x to 4.0x	
Composition Capture	N/A	Depending on the size of the currently loaded template.	

Video Capture Mode

To start video recording :

- 1 Press the **Capture** button on the left side of your Pocket PC, or the **Action** button.
- 2 To stop recording, press it again. This captures the current content shown on your screen, and save it to a file immediately using your currently specified filename convention in **Option**.

Video capture output format: **Motion-JPEG AVI** file format, or **H.263**, or **MPEG4**, depending on what you specify in the **Encoder** field in the **Mode** tab of **Options**. Components of the **LCD Display Panel** in **Video Capture** mode are identified below.

The **Camera Wizard** calculates how much time is still available for capturing more video clips, according to your current settings and how much memory you have left. In this example, 33 minutes and 41 seconds are available for new video capture. This counter automatically updates after you capture a video, or if you change the **Resolution or Encoder** setting in **Option**.



When video capture is in progress, this indicator functions as a time counter which displays the number of minutes/seconds that have elapsed during the current recording

A green icon indicates a camera-ready state. If red (when in **Video Capture** mode), it indicates that video recording is currently in progress.

The current **Capture Size**:

- L = Large 320x 240
- M = Medium 176x 144
- S = Small 128x 96





Indicates the current **Ambience** setting is set to **Daylight** and the current **Zoom** ratio is 3.2.

If you wish to change to a different predefined capture Mode, tap the desired icon or select from the **Mode** menu.

This is the Audio On icon. When this icon is shown, audio will be recorded along with the video. Tap this icon to toggle the Audio recording capability On or Off. When Off, video will be recorded silently.

Picture Frame Capture Mode

The **Picture Frame** capture mode lets you choose a template in which you can place one or more images. You can think of a template as a type of frame in which you would insert a photograph. A few templates are already included with your **Camera Wizard**, in the subfolder named **\My Documents\Templates**. There are three ways to browse and select different templates:

- 1 Press the **Right** or **Left** navigational button on your Pocket PC.
- 2 Tap the  buttons to display the Previous or Next template.
- 3 Tap the  icon in the Command Bar at the bottom of the screen to display a pop-up menu that contains the name of all templates residing in the folder that is currently specified in the **Template Folder** field of the **Image** tab.

Components of the **LCD Display Panel** in **Picture Frame Capture** mode are identified below.

This particular template happens to require two captured images. In this example, "1 / 2" is displayed because this template requires two image captures and none have been captured yet. The next image will be the first of the two required.



Tap this icon to open a pop up menu that lists all templates. Shown above is a menu listing some sample template names.

You can also browse templates by tapping these Previous or Next buttons.

Tools Menu

The **Tools Menu** provides many more settings that let you customize the behavior of **Camera** mode functions.

a) Ambience

It allows you to easily adjust the Captured screen so that the incoming video stream looks its best in various environments. By default, **Auto** setting is currently active, other choices available are **Daylight**, **Fluorescent**, **Incandescent**, and **Dim**.

Alternatively, you can select one of the other Effect which also change the appearance of the incoming video stream.

- **Sepia** (reddish tint)
- **Gray scale** (shades of black, white, and gray, instead of color)
- **Cool** (bluish tint)
- **Negative** (darkness and lightness are reversed, as with a photographic negative)

b) Adjust View...

This enable you to adjust the "View properties", **Contrast**, **Gamma**, **Saturation**, and/or **Sharpness**.

If you wish to reset all values to the original default values, tap **Tools** and then tap **Reset**.



indicator bar



Tap the triangular icon above the indicator bar to open a menu containing the choices. Or, press the **Up** and **Down** navigational buttons on your Pocket PC to switch to other choices.

The preview window in the screen interactively shows the effects of the changes you make in the incoming video stream.

When you are ready to save all changes and return to the capture screen, tap **OK**.

c) Options...

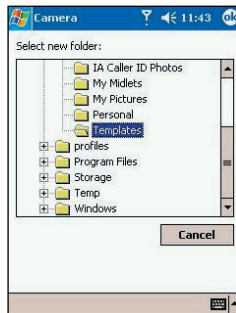
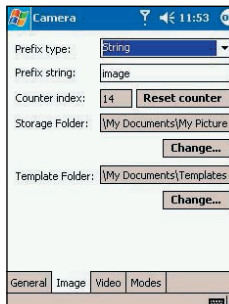
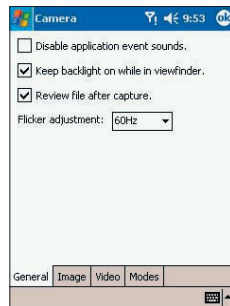
The **Options** screen contains four tabs: **General**, **Image**, **Video**, and **Modes**.

- General tab

The **General** tab is shown to be right. These options are mostly self-explanatory. However, note that **Flicker Adjustment** refers to the electrical voltage used in your country.

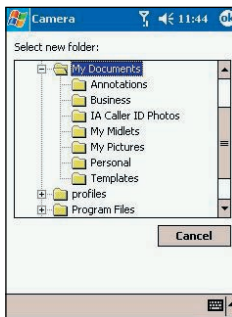
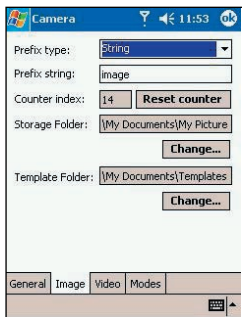
- Image tab

These options affect only your **still image** captures.



Options	Function
Prefix Type and Prefix String	<p>By default, the filename of each new captured image file will be image followed by a sequential number, for example: image_00001.jpg. If you wish to change this prefix to a different arbitrary text string, select String in the Prefix Type field and type the desired characters into the Prefix String field. For example, entering "party" in the Prefix String field would produce the filename party_00001.jpg.</p> <p>Alternatively, you can choose Date or Date and Time as the Prefix Type.</p>
Counter Index	<p>By default, sequential numbers are automatically incorporated into each filename for all new image files you capture, such as 00000, 00001, 00002, etc. The number follows the Prefix (explained above). To reset the numbering to "00000" for your captured image files, tap Reset counter.</p>
Storage Folder	<p>By default, your captured image files will be saved to your \My Documents\My Pictures folder. The current Save folder is displayed in the Image tab. If you wish to change the Save folder, tap the Change... button. Select the desired folder, then tap OK.</p>
Template Folder - Video tab	<p>When you switch to the Picture Frame capture mode, Camera Wizard looks in the \My Documents\Templates folder for the templates to be used. If you want to specify that a different folder be searched for templates when you are using the Creative Fun capture type, tap the Change... button, select the desired folder, and tap OK.</p>

The options on the **Video** tab affect only your captured **video** files.



Options	Function
Prefix Type and Prefix String	By default, the file name of each new captured video file will be "video" followed by a sequential number, for example: video_00001.avi . If you wish to change this prefix to a different arbitrary text string, select String in the Prefix Type field and type the desired characters into the Prefix String field. For example, entering "vacation" in the Prefix String field would produce the filename vacation_00001.jpg . Alternatively, you can choose Date or Date and Time as the Prefix Type .
Format	You can choose for your captured video clips to be saved in either the Motion-JPEG AVI , H.263 (3GP), or MPEG4 file formats.
Counter Index	By default, sequential numbers are automatically incorporated into each filename for all new video files you capture, such as 00000 , 00001 , 00002 , etc. The number follows the Prefix (explained above). To reset the numbering to "00000" for your captured video files, tap Reset counter .
Storage Folder	By default, your captured video files will be saved to your \My Documents folder. The current "Save" folder is displayed in the Video tab. If you wish to change the "Save" folder, tap the Change... button. A "tree view" of your existing folders will be displayed. Select the desired folder, then tap OK .

- Modes tab

The Settings you specify in the Modes tab play a key part in camera Wizard's behavior when you are in a capture mode. You can access the Modes tab in either of the two ways:





- 1 Select **Tool** → **Option** → **Modes** tab
- 2 Or, select **Mode** → **Manage....**

10.3 Album

Select the **Album** icon in your Pocket PC Phone Edition's *Programs* group to view image and video files, and to play audio files. Three view modes are available: **Thumbnail view**, **Detailed view**, and **Slide Show view**.

To enter **Album** mode,

- 1 Tap  → **Program** → 
- 2 Or, tap the **Album** icon in **Camera** mode.

Thumbnail View Mode

The first time you enter **Album** mode, **Camera Wizard's Thumbnail View** mode will be invoked. By default, your **My Documents\My Pictures** folder will be searched initially.



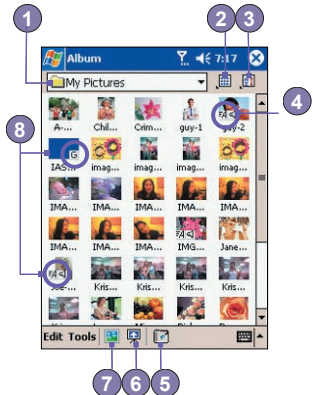
- You can manually change the position of a thumbnail simply by pressing your stylus on it and then dragging it to the desired location.
- To select multiple thumbnails, press your stylus in an empty part of the screen, then drag your stylus across all thumbnails you want to include in the multi-selection.



- 1 Current folder is shown here. Tap this field if you want to search a different folder.
- 2 Tap to select a different thumbnail size.
- 3 Tap to change the way the thumbnails are sorted.
- 4 This **speaker** icon indicates that audio annotation has been recorded and associated with this file.

Large
Normal
Small
▼ Tiny
List

Name
Size
Date
Type
Reverse



- 5 Tap to switch to **Camera** mode.
- 6 Tap to switch to Slide Show view.
- 7 Tap to switch to **Detailed** view. (Or, tap directly on a thumbnail to load that file into **Detailed View**.) If an audio or video file, it will begin playing.
- 8 A letter icon in lower left corner of thumbnail indicates various meanings:
 - T** - indicates that text annotation has been associated with this file.
 - G** - indicates an animated **GIF** file.
 - V** - indicates that it is a video file.
 - A** - indicates that audio annotation has been associated with this file.



- To open a convenient pop-up menu that contains frequently used commands, type and hold your stylus on the thumbnail you want to operate on.
- To see a still image full-screen, or to play a video or audio file, tap the desired thumbnail.

To make an annotation on your file:

This command lets you add (or remove) text or audio annotation for a file. The associated text and/or audio recording can then be set to display/play during a Slide Show.

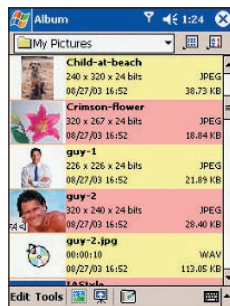


- 1 In the **Thumbnail View** mode screen, Select the desired file → then select the **Annotate...** command from **Edit** menu.

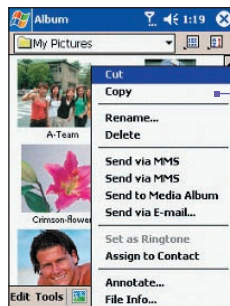




- After text annotation has been added, an **T** icon will be shown in the thumbnail. A separate text file will be created for that text.
- After audio annotation has been added, an **A** icon will be shown in the thumbnail. A separate audio file, in the **WAV** file format, will be created.

List View:



The pop up menu when you tap and hold on a thumbnail.



- 2 If you wish to associate text with the file, enter it in the text box.
- 3 To create an audio recording (either voice or music) as an annotation using your built-in Pocket PC microphone, tap  to begin recording, tap  to stop recording.



If an audio recording already exists and you then tap the **Record** button, there is no warning confirmation. Your previous recording will be instantly lost and overwritten by the new recording. If you have tapped **Remove Voice** by accident, simply tap **Cancel** (this cancels the removal operation so that the audio is retrieved).

Sending E-mail in Album



- 1 First select the desired file tap **Tools** then select an option from the menu.
- 2 Follow the relevant procedures for sending that type of message.

To set audio files as Ring Tones:

Simply select the desired file, then select **Set as Ring Tone** from the **Tools** Menu (or the menu that pops up when you tap and hold on a thumbnail). The previous ring tone will be immediately replaced. A message will display the filename and confirm that the operation was successful.

Options in Album Settings



To change the settings when using **Album**, tap **Options** from the **Tools** menu. Two tabs are comprised: **General** and **Slide Show**.

- General tab

Function	Explanation
Default zoom	The setting in the Default Zoom field controls the size of the selected file when it is initially displayed in Detailed View . If set to Smart , the Camera Wizard will automatically calculate the best size in which to display the file on the screen. However, if you want files to always be initially displayed in their original size, select Original Size from the drop-down list box. If you want Camera Wizard to automatically display selected files so that they fit within the screen, select Fit In Window .
Function	Explanation
Auto rotate	If None is selected, no automatic rotation will take place when a file is displayed in Detailed View (but you can still rotate the display manually using the Rotate Clockwise and Rotate Counterclockwise icons on the Toolbar in Detailed View). Select Left to automatically rotate images 90 degrees to the left in Detailed View , or Right if you want rotation to occur 90 degrees to the right.
Animation speed	The setting in the Animation Speed field controls the speed at which animated GIF files will be played. By default, this is set to Normal . You can select Faster , Slower , or No Delay from the drop-down list.
Keep backlight on while playing video	If you have set your Backlight to dim after a certain number of seconds, you can override it by checking this checkbox. This ensures that the Backlight will not dim during your video playbacks.
Adjust Gamma	The Adjust Gamma setting controls image brightness/darkness . The minimum setting of 0.01 will cause images to display very dark. The maximum setting of 3.00 will cause them to display very light ("wash out"). If you change this setting, you can conveniently reset it to 1.00 by tapping the Reset button. This feature assists you in viewing an image more easily under different lighting conditions.
Keep system powered on during video and audio playback	Overrides your system Power settings to ensure that the system will not automatically power off your device whenever a video playback or audio playback is in progress.

Association tab


You can **associate** any or all of the supported file types (listed in the figure below) with the Album program. When selecting a file of the associated type in the **File Explorer**, it will automatically be opened using the album application. (If Album is not already running when you select the associated file type, Album will launch.)

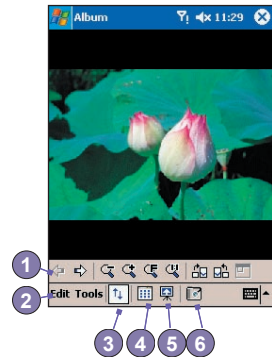
Slide Show tab

These settings control only the behavior of **Slide Show** view mode. These options are mostly self-explanatory, just choose the item you need and follow the relevant procedures for the way you want the **Slide Show** to work.

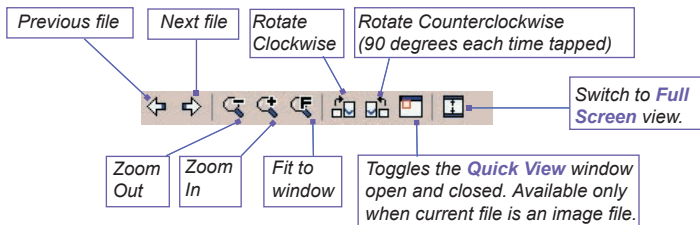
Detailed View Mode

Detailed View mode displays the selected file in an enlarged view, and you can further manipulate the view in various ways (zoom, rotate, pan, etc.).

- 
- 1 **Toolbar**
 - 2 **Command Bar**
 - 3 Hide or display the **Toolbar**.
 - 4 Switch to **Thumbnail** view.
 - 5 Switch to **Slide Show** view.
 - 6 Switch to **Camera** mode.



Icons on the Toolbar



Images too big for screen



- Whenever the image is too large to be shown in the display area in its entirety, you can simply press your stylus anywhere in the display area and drag, to interactively **quick-pan** the image to any desired position.
- Alternatively, you can open the **Quick View** window as shown on the right, by tapping the **Quick View** icon on the **Toolbar**. The dotted outline within the **Quick View** window shows the currently displayed portion, in relation to the entire image. Drag the outline within the **Quick View** window to the desired position, or tap within the **Quick View** window to jump the outline to a different position. When satisfied with the position, tap the **Quick View** icon again to close the **Quick View** window.



To set as Today Wallpaper:

This command allows you to change the background image of the Today screen on your Pocket PC to any image you want.



- 1 In **Album**, tap to open a video file or image you want to use as the image for the wallpaper.
- 2 If desired, you can manipulate it in any way you wish: **Zoom In** or **Out**, **Rotate**, **Pan**, etc. The exact state of the image as displayed on your screen will be used as the **Today** screen image.


Likewise, if you have chosen a video file and do not wish to use the first frame of the video as the wallpaper, you can start playing the video and then open the **Tools Menu** at the frame you want to use. (The video is paused when the menu is open.)

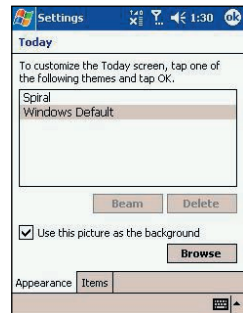
- 3 Select **Set as Today Wallpaper**. The message “The Today screen background image has been successfully changed” will display.

To Reset the Today Screen back to the Default Wallpaper:

If you later decide that you want to re-set the **Today** screen back to the original default background:



Tap  → **Settings** → **Today** icon in the **Personal** tab. Select **Windows Default** in the list, then make sure the **Use this picture as the background** checkbox is checked, then tap **OK**.



Slide Show View

When in **Thumbnail View** or **Detailed View**, you can tap the icon in the **Command Bar** to enter **Slide Show** mode.

In **Slide Show** mode, all image, video, and audio files will automatically be displayed/played, one after another. If video and audio files are encountered during a **Slide Show**, they will be played once, and then the next file in the **Slide Show** will be displayed/played. However, you can play it over again manually if desired.

Tapping anywhere on the screen will momentarily display the **Toolbar**.

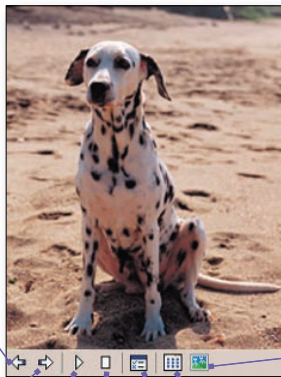
Tap to re-display the previous file. Tap repeatedly to quickly **Rewind** to the desired file. (The three left most icons become available after **Stop** has been tapped.)

Tap once (or repeatedly) to **Fast Forward** to the next sequential files.

Tap to resume playing a **Slide Show** that has been stopped.

Tap to stop playback and stay on the current slide, but Does not exit **Slide Show** mode.

Slide Show Properties. Lets you set **Transition Effects, Rotation, Text display, Audio, Delay Time** between slides (for image files), **Random** or forward-sequential display, etc. in the **Slide Show Options** screen.



Exits **Slide Show** mode and enters **Detailed View** mode.

Exits **Slide Show** mode and enters **Thumbnail View** mode

Full Screen View Mode

You can enter **Full Screen View** only from **Detailed View**. When in **Detailed View** mode, simply tap the **Full Screen** icon on the **Toolbar** to switch to **Full Screen**.



Tap to switch to Full Screen View mode.



As with **Detailed View**, if the image or video is currently displayed in a size that is too large to fit in its entirety on the screen, you can “**pan**” the desired portion into view by pressing and dragging your stylus on the screen.

When you are ready to exit **Full Screen View**, tap anywhere on the screen to display the **Toolbar**. Tap the left most icon to exit. (If no action is taken, the **Toolbar** will automatically disappear again after a few seconds.)

Appendix : A

Maintaining Your Pocket PC

- Adding or Removing Program
 - Managing Memory
 - Backing Up Files
- Resetting your Pocket PC Phone and Clearing Memory
- Product Regulatory Information

Adding or Removing Programs

Programs added to your device at the factory by default are stored in ROM (read only memory). You cannot remove them, and you will never accidentally lose them. You can install any other programs created for your device, as long as your device has enough memory. The most popular place to find software for your device is on the Pocket PC Web site <http://www.microsoft.com/mobile/pocketpc>.

To add programs using ActiveSync :

You will need to install the appropriate software for your device on your PC before installing it on your device.



- 1 Download the program to your PC (or insert the CD or disk that contains the program into your PC). Be sure to select the program designed for the Pocket PC and your device process or type.
- 2 Read any installation instructions, or documentation that comes with the program. Many programs provide special installation instructions.
- 3 Connect your device and PC.
- 4 Double click the .exe file.



- If the file is an installer, the installation wizard will begin. Follow the directions on the screen. Once the software has been installed on your PC, the installer will automatically transfer the software to your device.
- If the file is not an installer, you will see an error message stating that the program is valid but it is designed for a different type of PC. You will need to move this file to your device. If you cannot find any installation instructions for the program in the Read Me file or documentation, use [ActiveSync Explore](#) to copy the program file to the [Program Files](#) folder on your device.

Once installation is complete, tap  → **Programs** → and then its **program icon**.

To add a program directly from the Internet :




- 1 Determine your device and processor type so that you know which version of the software to install.
- 2 Download the program to your device directly from the Internet using **Pocket Internet Explorer**. You may see a single **.xip**, **.exe** or **.zip** file, a **setup.exe** file, or several versions of files for different device types and processors. Be sure to select the program designed for the Pocket PC and your device processor type.
- 3 Read any installation instructions, Read Me files, or documentation that comes with the program. Many programs provide special installation instructions.
- 4 Tap the file, such as a **.xip** or **.exe** file. The installation wizard will begin. Follow the directions on the screen.



To remove a program :



Tap  → **Settings** → **System** → **Remove Programs**.



- You can only remove programs that you installed in storage memory. Programs that came with your device cannot be removed.
- You can quickly return your device to the factory default configuration by clearing all memory. All data will be lost. For instructions, see the details later in this chapter.

Managing Memory

Memory on your Pocket PC Phone is shared between storage memory and program memory. Storage memory is used to store the information you created and programs you installed. Program memory is used to run programs on your Pocket PC Phone. Pocket PC Phone automatically manages the allocation between storage and program memory.

To view memory allocation and availability :




Tap  → **Settings** → **System** tab →  **Memory** icon.

Finding Space in Storage memory

In some situations, such as when memory is low, your Pocket PC Phone may not be able to automatically adjust the allocation. If you receive a message stating that storage or program memory is unavailable, try the following solution :

a. Move data to a SD storage card



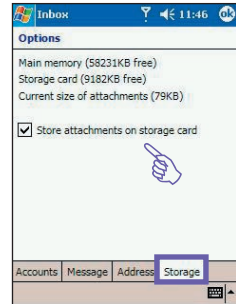
- 1 Tap  **Programs** → **File Explorer**.
- 2 Tap and hold the file you want to move, and tap **Cut**. Open the **My Documents** folder in the storage card folder, tap **Edit**, and then tap **Paste**.

Files stored in folders other than **My Documents** or stored in folders within sub-folders in My Documents may not show up in the list view of some programs. When using **Notes**, **Pocket Word**, or **Pocket Excel**, you can also move files by opening the item and tapping **Tools** or **Edit** and then **Rename/Move**.

b. Move e-mail attachments



- 1 On **Inbox** → tap **Tools** → **Options**.
- 2 On the **Storage** tab, select **Store attachments on storage card** then tap **OK**. All existing attachments are moved to the storage card, and new attachments are automatically stored on the storage card.

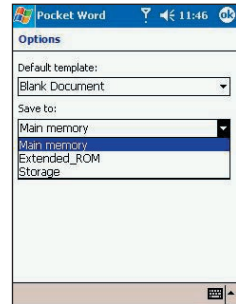


c. Save new items on the storage card

Set programs such as **Notes**, **Pocket Word**, and **Pocket Excel** to automatically save new items on the storage card.




- 1 In the **program** → tap **Tools** → and then **Options**.
- 2 In the **Save to** field select **Storage Card**.




d. Delete unnecessary files



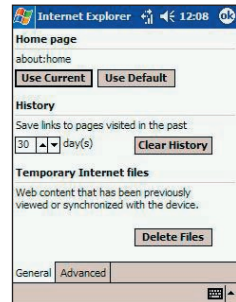
- 1 Tap  → **Programs** → **File Explorer**.
- 2 Tap and hold the file, and then tap **Delete** on the pop up menu.



To find your largest files, tap  and then **Find**. In the **Type** list, tap **Larger than 64 KB**, and then tap **Go**.

e. Delete all files and clear history in Internet Explore

In Internet Explorer, tap **Tools** and then **Options**. Tap **Delete Files** and **Clear History**.



Backing Up Files

Because any new programs or data are stored in RAM, and therefore will be lost if your device loses power for any reason, it is critical that you backup files to your **computer** or a **memory card**. When you are at your desktop you can synchronize with your computer to backup files. However, if you are going outside and unable to access your desktop, you will need to backup files to an SD or MMC card. Your device enables you to backup individual files in Word or Excel or all files in XBackup. Further more, you can also backup and then restore **Contacts**, **Calendar**, **Internet** and **E-mail** Settings.

SD and MMC Cards

Your device has an expansion slot compatible with a range of SD and MMC Memory cards, which are primarily used to backup or transfer files and data.

To insert or remove a memory card:



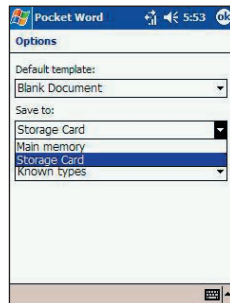
- 1 Push the memory card into slot until it clicks into place. The card is secure when it is not protruding from the base.
- 2 To remove the card push it in and then release, letting the card spring out.

When you receive your device there will be a piece of plastic in the slot; remove as described in 2 above.


To save Word or Excel files to a memory card :



- 1 Push the **memory card** into the slot until it clicks into place. The card is secure when it is not protruding from the base.
- 2 In application programs (e.g. **Pocket Word** or **Excel**), tap **Tools** → **Options**.
- 3 Tap the drop down menu box under **Save To** and select **Storage Card**.




Backup or restore your system using xBackup :

- 1 Tap  → Programs → xBackup → then the Backup or Restore tab.
- 2 If you have inserted the SD card properly it will appear next to Target by tapping Open and select Storage Card under the task bar.
- 3 Make sure there are no application programs running, then tap Start.



Backup or restore your system via ActiveSync

- 1 Double click the icon of ActiveSync  in the task bar of your PC.
- 2 Select Backup/Restore option in the drop-down menu of Tool in ActiveSync.
- 3 Select the Backup tap to backup your system; if necessary; Select the Restore tab to restore your system if necessary.

Reset the Pocket PC Phone and Clear Memory

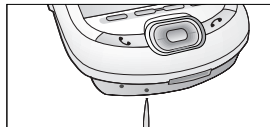
You can perform a **soft reset** or a **full reset**. During a **soft reset**, the device is restarted and only some data in open programs may be lost. However, a **full reset** turns the battery off and returns the device to its original factory settings and deletes all programs, files, contacts and other information you have saved to the device. Therefore it is extremely important to backup data to a storage card or your computer on a regular basis in the event that a **full reset** has to be performed.

To perform a soft reset :

If your Pocket PC Phone responds slowly stops responding or freezes, try a **soft reset**. A **soft reset** causes the Pocket PC Phone to restart and re-adjust memory allocation. Unsaved data in open windows may be lost.



Use the stylus to press and hold the **Reset** button.



To perform a full reset :

A full device reset clears memory, deletes all data and restores the Pocket PC Phone to its default settings. Programs installed at the factory remain, while data you have created and programs you have installed are all erased.



Press and hold the **power button**, and then use stylus to press the **soft reset button** at the same time.



Be sure you have backup all your data in a SD card or in your PC before performing a full reset.



Regulatory Agency Identification Numbers

For regulatory identification purposes your product is assigned a model number **PH20AX**. The following accessories have been approved for use with your device. Their assigned model numbers listed below can identify these approved accessories. To ensure continued reliable and safe operation of your Pocket PC Phone, use only the accessories listed below with your **PH20A2**.

Accessories	Model Number
Cradle	PH25
Battery Pack	BTR6600



- The above X may be any alphanumeric character or blank denoting external cosmetic changes.
- This product is intended for use with certified Class 2 Limited Power Source, rated 5 VDC, minimum 2A power supply unit.

FCC Compliance Statement

■ FCC part 15, part 22 and part 24

This device complies with Part 15 of the FCC Rules. Operation is subject to the following two conditions : (1) this device may not cause harmful interference, and (2) this device must accept any interference received, including interference that may cause undesired operation.

■ FCC ID : NM8 HARRIER

■ Statement according to FCC part 15.105

NOTE : This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures :

- Reorient or relocate the receiving antenna.
- Increase the separation between the equipment and receiver.
- Consult the dealer or an experienced radio/TV technician for help.
- Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.

Important Health and Safety Information

Retain and follow all product safety and operating instructions. Observe all warn and in the operating instructions on the product

To reduce the risk of bodily injury, electric shock, fire, and damage to the equipment observe the following precautions.

a) General Precautions

- **Heed service markings**
Except as explained elsewhere in the Operating or Service documentation, do not service any product yourself. Service needed on components inside these compartments should be done by an authorized service technicians or provider.
- **Damage requiring service**
Unplug the product from the electrical outlet and refer servicing to an authorized service technicians or provider under the following conditions:
 - Liquid has been spilled or an object has fallen into the product.
 - The product has been exposed to rain or water.
 - The product has been dropped or damaged.
 - There are noticeable signs of overheating.
 - The product does not operate normally when you follow the operating instructions.
- **Avoid hot areas**
The product should be placed away from heat sources such as radiators, heat registers, stoves, or other products (including amplifiers) that produce heat.
- **Avoid wet areas**
Never use the product in a wet location.
- **Avoid pushing objects into product**
Never push objects of any kind into cabinet slots or other openings in the product. Slots and openings are provided for ventilation. These openings must not be blocked or covered.

■ Mounting Accessories

Do not use the product on an unstable table, cart, stand, tripod, or bracket. Any mounting of the product should follow the manufacturer's instructions, and should use a mounting accessory recommended by the manufacturer.

■ Avoid unstable mounting

Do not place the product with an unstable base.

■ Use product with approved equipment

This product should be used only with personal computers and options identified as suitable for use with your equipment.

■ Adjust the volume

Turn down the volume before using headphones or other audio devices.

■ Cleaning

Unplug the product from the wall outlet before cleaning. Do not use liquid cleaners or aerosol cleaners. Use a damp cloth for cleaning, but NEVER use water to clean the LCD screen.

b) Safety Precautions for Power Supply Unit

■ Use the correct external power source

A product should be operated only from the type of power source indicated on the electrical ratings label. If you are not sure of the type of power source required, consult your authorized service provider or local power company. For a product that operates from battery power or other sources, refer to the operating instructions that are included with the product.

■ Handle battery packs carefully

This product contains a Li-ion Polymer battery. There is a risk of fire and burns if the battery pack is handled improperly. Do not attempt to open or service the battery pack.

Do not disassemble, crush, puncture, short external contacts or circuits, dispose of in fire or water, or expose a battery pack to temperatures higher than 60°C (140°F).



Li-ion

Warning: DANGER OF EXPLOSION IF BATTERY IS INCORRECTLY RE-PLACED. TO REDUCE RISK OF FIRE OR BURNS, DO NOT DISASSEMBLE, CRUSH, PUNCTURE, SHORT EXTERNAL CONTACTS, HEAT ABOVE 60°C (140°F), OR DISPOSE OF IN FIRE OR WATER. REPLACE ONLY WITH SPECIFIED BATTERIES. RECYCLE OR DISPOSE OF USED BATTERIES ACCORDING TO THE LOCAL RE-GULATIONS OR REFERENCE GUIDE SUPPLIED WITH YOUR PRODUCT.

c) SAR Information

THIS MODEL DEVICE MEETS THE GOVERNMENT'S REQUIREMENTS FOR EXPOSURE TO RADIO WAVES.

Your wireless mobile CDMA phone is a radio transmitter and receiver. It is designed and manufactured not to exceed the emission limits for exposure to radio frequency (RF) energy set by the Federal Communications Commission of the U.S. Government. These limits are part of comprehensive guidelines and establish permitted levels of RF energy for the general population. The guidelines are based on the safety standards previously set by both U.S. and international standards bodies :

- American National Standards Institute (ANSI) IEEE. C95.1-1992
- National Council on Radiation Protection and Measurement (NCRP). Report 86. 1986
- International Commission on Non-Ionizing Radiation Protection (ICNIRP) 1996
- Ministry of Health (Canada), Safety Code 6. The standards include a substantial safety margin designed to assure the safety of all persons, regardless of age and health.

The exposure standard for wireless mobile CDMA phone employs a unit of measurement known as the Specific Absorption Rate, or SAR. The SAR limit set by the FCC is 1.6W/kg*.

For body worn operation, this phone has been tested and meets the FCC RF exposure guidelines when used with an accessory that contains no metal and that position the antenna of the CDMA phone a minimum of 1.5cm from the body. The SAR values of this CDMA phone are **1.3W/g** (body) and **0.122W/g** (head). Use of other accessories may not ensure compliance with the FCC RF exposure guidelines.

The FCC has granted an Equipment Authorization for this model device with all reported SAR levels evaluated as in compliance with the FCC RF exposure guidelines. SAR information on this model device is on file with the FCC and can be found under the Display Grant section of <http://www.fcc.gov/oet/fccid> after searching on FCC ID: NM8 HARRIER. Additional information on Specific Absorption Rates (SAR) can be found on the Cellular Telecommunications & Internet Association (CTIA) web-site as <http://www.devicefacts.net>.

* In the U.S. and Canada, the SAR limit for mobile CDMA phone used by the public is **1.6 Watts/kg (W/kg)** averaged over one gram of tissue. The standard incorporates a substantial margin of safety to give additional protection for the public and to account for any variations in.

Normal condition only to ensure the radiative performance and safety of the interference. As with other mobile radio transmitting equipment, users are advised that for satisfactory operation of the equipment and for the safety of personnel, it is recommended that no part of the human body be allowed to come too close to the antenna during operation of the equipment

TIA Safety information

Pacemakers

The Health Industry Manufacturers Association recommends that a minimum separation of six (6") inches be maintained between a handheld wireless phone and a pacemaker to avoid potential interference with the pacemaker. These recommendations are consistent with the independent research by and recommendations of Wireless Technology Research.

Persons with pacemakers:

- Should ALWAYS keep the phone more than six inches from their pacemaker when the phone is turned ON;
- Should not carry the phone in a breast pocket;
- Should use the ear opposite the pacemaker to minimize the potential for interference .
- If you have any reason to suspect that interference is taking place, turn your phone OFF immediately

Hearing Aids

Some digital wireless phones may interfere with some hearing aids. In the event of such interference, you may want to consult your service provider [or call the customer service line to discuss alternatives.] Optional for each phone manufacturer.

Other Medical Devices

If you use any other personal medical device, consult the manufacturer of your device to determine if they are adequately shielded from external RF energy. Your physician may be able to assist you in obtaining this information.

Turn your phone OFF in health care facilities when any regulations posted in these areas instruct you to do so. Hospitals or health care facilities may be using equipment that could be sensitive to external RF energy.

Driver safety tips:

Your wireless telephone gives you the powerful ability to communicate by voice-almost anywhere, anytime. But an important responsibility accompanies the benefits of wireless phones, one that every user must uphold.

When driving a car, driving is your first responsibility. When using your wireless phone behind the wheel of a car, practice good common sense and remember the following tips:

1. Get to know your wireless phone and its features such as speed dial and redial. If available, these features help you to place your call without taking your attention off the road.

- 2. When available, use a hands free device.** If possible, add an additional layer of convenience and safety to your wireless phone with one of the many hands free accessories available today.
- 3. Position your wireless phone within easy reach.** Be able to access your wireless phone without removing your eyes from the road. If you get an incoming call at an inconvenient time, if possible, let your voice mail answer it for you.
- 4. Let the person you are speaking with know you are driving; if necessary, suspend the call in heavy traffic or hazardous weather conditions.** Rain, sleet, snow, ice, and even heavy traffic can be hazardous.
- 5. Do not take notes or look up phone numbers while driving.** Jotting down a "to do" list or flipping through your address book takes attention away from your primary responsibility, driving safely.
- 6. Dial sensibly and assess the traffic; if possible, place calls when you are not moving or before pulling into traffic.** Try to plan calls when your car will be stationary. If you need to make a call while moving, dial only a few numbers, check the road and your mirrors, then continue.
- 7. Do not engage in stressful or emotional conversations that may be distracting.** Make people you are talking with aware you are driving and suspend conversations that have the potential to divert your attention from the road.
- 8. Use your wireless phone to call for help.** Dial 9-1-1 or other local emergency number in the case of fire, traffic accident or medical emergencies. Remember, it is a free call on your wireless phone!
- 9. Use your wireless phone to help others in emergencies.** If you see an auto accident, crime in progress or other serious emergency where lives are in danger, call 9-1-1 or other local emergency number, as you would want others to do for you.
- 10. Call roadside assistance or a special non-emergency wireless assistance number when necessary.** If you see a broken-down vehicle posing no serious hazard, a broken traffic signal, a minor traffic accident where no one appears injured, or a vehicle you know to be stolen, call roadside assistance or other special non-emergency wireless number. "The wireless industry reminds you to use your phone safely when driving. " For more information, please call 1-888-901-SAFE, or visit our website www.wow-com.comTM Provided by the Cellular Telecommunications & Internet Association

For More information, please refer to:

<http://www.fda.gov/cellphones>

Do wireless phones pose a health hazard?

The available scientific evidence does not show that any health problems are associated with using wireless phones. There is no proof, however, that wireless phones are absolutely safe. Wireless phones emit low levels of radio frequency energy (RF) in the microwave range while being used. They also emit very low levels of RF when in the stand-by mode. Whereas high levels of RF can produce health effects (by heating tissue), exposure to low level RF that does not produce heating effects causes no known adverse health effects. Many studies of low level RF exposures have not found any biological effects. Some studies have suggested that some biological effects may occur, but such findings have not been confirmed by additional research. In some cases, other researchers have had difficulty in reproducing those studies, or in determining the reasons for inconsistent results.

What is FDA's role concerning the safety of wireless phones?

Under the law, FDA does not review the safety of radiation-emitting consumer products such as wireless phones before they can be sold, as it does with new drugs or medical devices. However, the agency has authority to take action if wireless phones are shown to emit radio frequency energy (RF) at a level that is hazardous to the user. In such a case, FDA could require the manufacturers of wireless phones to notify users of the health hazard and to repair, replace or recall the phones so that the hazard no longer exists.

Although the existing scientific data do not justify FDA regulatory actions, FDA has urged the wireless phone industry to take a number of steps, including the following:

- Support needed research into possible biological effects of RF of the type emitted by wireless phones;
- Design wireless phones in a way that minimizes any RF exposure to the user that is not necessary for device function; and
- Cooperate in providing users of wireless phones with the best possible information on possible effects of wireless phone use on human health
FDA belongs to an interagency working group of the federal agencies that have responsibility for different aspects of RF safety to ensure coordinated efforts at the federal level. The following agencies belong to this working group:
 - National Institute for Occupational Safety and Health
 - Environmental Protection Agency
 - Federal Communications Commission
 - Occupational Safety and Health Administration

■ National Telecommunications and Information Administration

The National Institutes of Health participates in some interagency working group activities, as well.

FDA shares regulatory responsibilities for wireless phones with the Federal Communications Commission (FCC). All phones that are sold in the United States must comply with FCC safety guidelines that limit RF exposure. FCC relies on FDA and other health agencies for safety questions about wireless phones.

FCC also regulates the base stations that the wireless phone networks rely upon. While these base stations operate at higher power than do the wireless phones themselves, the RF exposures that people get from these base stations are typically thousands of times lower than those they can get from wireless phones. Base stations are thus not the primary subject of the safety questions discussed in this document.

What kinds of phones are the subject of this update?

The term “wireless phone” refers here to hand-held wireless phones with built-in antennas, often called “cell,” “mobile,” or “PCS” phones. These types of wireless phones can expose the user to measurable radio frequency energy (RF) because of the short distance between the phone and the user’s head. These RF exposures are limited by Federal Communications Commission safety guidelines that were developed with the advice of FDA and other federal health and safety agencies. When the phone is located at greater distances from the user, the exposure to RF is drastically lower because a person’s RF exposure decreases rapidly with increasing distance from the source. The so-called “cordless phones,” which have a base unit connected to the telephone wiring in a house, typically operate at far lower power levels, and thus produce RF exposures well within the FCC’s compliance limits.

What are the results of the research done already?

The research done thus far has produced conflicting results, and many studies have suffered from flaws in their research methods. Animal experiments investigating the effects of radio frequency energy (RF) exposures characteristic of wireless phones have yielded conflicting results that often cannot be repeated in other laboratories. A few animal studies, however, have suggested that low levels of RF could accelerate the development of cancer in laboratory animals. However, many of the studies that showed increased tumor development used animals that had been genetically engineered or treated with cancer-causing chemicals so as to be pre-disposed to develop cancer in the absence of RF exposure. Other studies exposed the animals to RF for up to 22 hours per day. These conditions are not similar to the conditions under which people use wireless phones, so we don’t know with certainty what the results of such studies mean for human health.

Three large epidemiology studies have been published since December 2000. Between them, the studies investigated any possible association between the use of wireless phones and primary brain cancer, glioma, meningioma, or acoustic neuroma, tumors of the brain or salivary gland, leukemia, or other cancers. None of the studies demonstrated the existence of any harmful health effects from wireless phone RF exposures.

However, none of the studies can answer questions about long-term exposures, since the average period of phone use in these studies was around three years.

What research is needed to decide whether RF exposure from wireless phones poses a health risk?

A combination of laboratory studies and epidemiological studies of people actually using wireless phones would provide some of the data that are needed. Lifetime animal exposure studies could be completed in a few years. However, very large numbers of animals would be needed to provide reliable proof of a cancer promoting effect if one exists. Epidemiological studies can provide data that is directly applicable to human populations, but 10 or more years' follow-up may be needed to provide answers about some health effects, such as cancer. This is because the interval between the time of exposure to a cancer-causing agent and the time tumors develop - if they do - may be many years. The interpretation of epidemiological studies is hampered by difficulties in measuring actual RF exposure during day-to-day use of wireless phones. Many factors affect this measurement, such as the angle at which the phone is held, or which model of phone is used.

What is FDA doing to find out more about the possible health effects of wireless phone RF?

FDA is working with the U.S. National Toxicology Program and with groups of investigators around the world to ensure that high priority animal studies are conducted to address important questions about the effects of exposure to radio frequency energy (RF).

FDA has been a leading participant in the World Health Organization International Electromagnetic Fields (EMF) Project since its inception in 1996. An influential result of this work has been the development of a detailed agenda of research needs that has driven the establishment of new research programs around the world. The Project has also helped develop a series of public information documents on EMF issues.

FDA and the Cellular Telecommunications & Internet Association (CTIA) have a formal Cooperative Research and Development Agreement (CRADA) to do research on wireless phone safety. FDA provides the scientific oversight, obtaining input from experts in government, industry, and academic organizations. CTIA-funded research is conducted through contracts to independent investigators. The initial research will include both laboratory studies and studies of wireless phone users. The CRADA will also include a broad assessment of additional research needs in the context of the latest research developments around the world.

What steps can I take to reduce my exposure to radio frequency energy from my wireless phone?

If there is a risk from these products—and at this point we do not know that there is—it is probably very small. But if you are concerned about avoiding even potential risks, you can take a few simple steps to minimize your exposure to radio frequency energy (RF). Since time is a key factor in how much exposure a person receives, reducing the amount of time spent using a wireless phone will reduce RF exposure.

■ If you must conduct extended conversations by wireless phone every day, you could place more distance between your body and the source of the RF, since the exposure level drops off dramatically with distance. For example, you could use a headset and carry the wireless phone away from your body or use a wireless phone connected to a remote antenna

Again, the scientific data do not demonstrate that wireless phones are harmful. But if you are concerned about the RF exposure from these products, you can use measures like those described above to reduce your RF exposure from wireless phone use.

What about children using wireless phones?

The scientific evidence does not show a danger to users of wireless phones, including children and teenagers. If you want to take steps to lower exposure to radio frequency energy (RF), the measures described above would apply to children and teenagers using wireless phones. Reducing the time of wireless phone use and increasing the distance between the user and the RF source will reduce RF exposure.

Some groups sponsored by other national governments have advised that children be discouraged from using wireless phones at all. For example, the government in the United Kingdom distributed leaflets containing such a recommendation in December 2000. They noted that no evidence exists that using a wireless phone causes brain tumors or other ill effects. Their recommendation to limit wireless phone use by children was strictly precautionary; it was not based on scientific evidence that any health hazard exists.

What about wireless phone interference with medical equipment?

Radio frequency energy (RF) from wireless phones can interact with some electronic devices. For this reason, FDA helped develop a detailed test method to measure electromagnetic interference (EMI) of implanted cardiac pacemakers and defibrillators from wireless telephones. This test method is now part of a standard sponsored by the Association for the Advancement of Medical Instrumentation (AAMI). The final draft, a joint effort by FDA, medical device manufacturers, and many other groups, was completed in late 2000. This standard will allow manufacturers to ensure that cardiac pacemakers and defibrillators are safe from wireless phone EMI.

FDA has tested hearing aids for interference from handheld wireless phones and helped develop a voluntary standard sponsored by the Institute of Electrical and Electronic Engineers (IEEE). This standard specifies test methods and performance requirements for hearing aids and wireless phones so that no interference occurs when a person uses a "compatible" phone and a "compatible" hearing aid at the same time. This standard was approved by the IEEE in 2000.

FDA continues to monitor the use of wireless phones for possible interactions with other medical devices. Should harmful interference be found to occur, FDA will conduct testing to assess the interference and work to resolve the problem.

Which other federal agencies have responsibilities related to potential RF health effects?

Certain agencies in the Federal Government have been involved in monitoring, researching or regulating issues related to human exposure to RF radiation. These agencies include the Food and Drug Administration (FDA), the Environmental Protection Agency (EPA), the Occupational Safety and Health Administration (OSHA), the National Institute for Occupational Safety and Health (NIOSH), the National Telecommunications and Information Administration (NTIA) and the Department of Defense (DOD).

By authority of the Radiation Control for Health and Safety Act of 1968, the Center for Devices and Radiological Health (CDRH) of the FDA develops performance standards for the emission of radiation from electronic products including X-ray equipment, other medical devices, television sets, microwave ovens, laser products and sunlamps. The CDRH established a product performance standard for microwave ovens in 1971 limiting the amount of RF leakage from ovens. However, the CDRH has not adopted performance standards for other RF-emitting products. The FDA is, however, the lead federal health agency in monitoring the latest research developments and advising other agencies with respect to the safety of RF-emitting products used by the public, such as cellular and PCS phones.

The FDA's microwave oven standard is an emission standard (as opposed to an exposure standard) that allows specific levels of microwave leakage (measured at five centimeters from the oven surface). The standard also requires ovens to have two independent interlock systems that prevent the oven from generating microwaves the moment that the latch is released or the door of the oven is opened. The FDA has stated that ovens that meet its standards and are used according to the manufacturer's recommendations are safe for consumer and industrial use. More information is available from: www.fda.gov/cdrh.com

The EPA has, in the past, considered developing federal guidelines for public exposure to RF radiation. However, EPA activities related to RF safety and health are presently limited to advisory functions. For example, the EPA now chairs an Inter-agency Radio frequency Working Group, which coordinates RF health-related activities among the various federal agencies with health or regulatory responsibilities in this area.

OSHA is responsible for protecting workers from exposure to hazardous chemical and physical agents. In 1971, OSHA issued a protection guide for exposure of workers to RF radiation [29 CFR 1910.97]. However, this guide was later ruled to be only advisory and not mandatory. Moreover, it was based on an earlier RF exposure standard that has now been revised. At the present time, OSHA uses the IEEE and/or FCC exposure guidelines for enforcement purposes under OSHA's "general duty clause" (for more information see: <http://www.osha-slc.gov/SLTC/radiofrequencyadiation/index.html>)

NIOSH is part of the U.S. Department of Health and Human Services. It conducts research and investigations into issues related to occupational exposure to chemical and physical agents. NIOSH has, in the past, undertaken to develop RF exposure guidelines for workers, but final guidelines were never adopted by the agency. NIOSH conducts safety-related RF studies through its Physical Agents Effects Branch in Cincinnati, Ohio.

The NTIA is an agency of the U.S. Department of Commerce and is responsible for authorizing Federal Government use of the RF electromagnetic spectrum. Like the FCC, the NTIA also has NEPA responsibilities and has considered adopting guidelines for evaluating RF exposure from U.S. Government transmitters such as radar and military facilities.

The Department of Defense (DOD) has conducted research on the biological effects of RF energy for a number of years. This research is now conducted primarily at the U.S. Air Force Research Laboratory located at Brooks Air Force Base, Texas. The DOD Web site for RF biological effects information is listed with other sites in conjunction with a question on other sources of information, below.

Who funds and carries out research on the biological effects of RF energy?

Research into possible biological effects of RF energy is carried out in laboratories in the United States and around the world. In the U.S., most research has been funded by the Department of Defense, due to the extensive military use of RF equipment such as radar and high-powered radio transmitters. In addition, some federal agencies responsible for health and safety, such as the Environmental Protection Agency (EPA) and the U.S. Food and Drug Administration (FDA), have sponsored and conducted research in this area. At the present time, most of the non-military research on biological effects of RF energy in the U.S. is being funded by industry organizations. More research is being carried out overseas, particularly in Europe.

In 1996, the World Health Organization (WHO) established the International EMF Project to review the scientific literature and work towards resolution of health concerns over the use of RF technology. WHO maintains a Web site that provides extensive information on this project and about RF biological effects and research (www.who.ch/peh-emf).

FDA, EPA and other US government agencies responsible for public health and safety have worked together and in connection with WHO to monitor developments and identify research needs related to RF biological effects.

How does FCC Audit Cell Phone RF?

After FCC grants permission for a particular cellular telephone to be marketed, FCC will occasionally conduct "post-grant" testing to determine whether production versions of the phone are being produced to conform with FCC regulatory requirements. The manufacturer of a cell phone that does not meet FCC's regulatory requirements may be required to remove the cell phone from use and to refund the purchase price or provide a replacement phone, and may be subject to civil or criminal penalties. In addition, if the cell phone presents a risk of injury to the user, FDA may also take regulatory action. The most important post-grant test, from a consumer's perspective, is testing of the RF emissions of the phone. FCC measures the Specific Absorption Rate (SAR) of the phone, following a very rigorous testing protocol. As is true for nearly any scientific measurement, there is a possibility that the test measurement may be less than or greater than the actual RF emitted by the phone. This difference between the RF test measurement and actual RF emission is because test measurements are limited by instrument accuracy, because test measurement and actual use environments are different, and other variable factors. This inherent variability is known as "measurement uncertainty." When FCC conducts post-grant testing of a cell phone, FCC takes into account any measurement uncertainty to determine whether regulatory action is appropriate.

This approach ensures that when FCC takes regulatory action, it will have a sound, defensible scientific basis.

FDA scientific staff reviewed the methodology used by FCC to measure cell phone RF, and agreed it is an acceptable approach, given our current understanding of the risks presented by cellular phone RF emissions. RF emissions from cellular phones have not been shown to present a risk of injury to the user when the measured SAR is less than the safety limits set by FCC (an SAR of 1.6 w/kg). Even in a case where the maximum measurement uncertainty permitted by current measurement standards was added to the maximum permissible SAR, the resulting SAR value would be well below any level known to produce an acute effect. Consequently, FCC's approach with measurement uncertainty will not result in consumers being exposed to any known risk from the RF emitted by cellular telephones.

FDA will continue to monitor studies and literature reports concerning acute effects of cell phone RF, and concerning chronic effects of long-term exposure to cellular telephone RF (that is, the risks from using a cell phone for many years). If new information leads FDA to believe that a change to FCC's measurement policy may be appropriate, FDA will contact FCC and both agencies will work together to develop a mutually-acceptable approach

Specifications

System Information

Processor	Intel PXA 263 CPU at 400MHz / Qualcomm MSM5500
Memory	- ROM : 64MB - RAM : 128MB
Operating System	Windows Mobile™ software

Display

Type	TFT-LCD 16bit, touch-sensitive, 3.5 inches
Resolution	240 x 320 at 64K colors

CDMA Module (Dual Band)

PCS	1900MHZ
Celluar	800MHZ 1xRTT/1xEV-DO

Camera Module

Type	Color CMOS camera module
Resolution	VGA 480 x 640
Video Light	Yes

Physical

Dimensions (typical)	69.8mm (w) x 125mm (h) x 18.7mm (l)
Weight (typical)	210g

Expansion Slots

SDIO/MMC supports	Yes
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Controls and Lights

Navigation Buttons	<ul style="list-style-type: none"> 5-way navigation pad - 6 program buttons : Calendar, Contacts, Start, Inbox, menu, Done/OK - 2 phone function : Send (Yes) & End (No) - Volume control button (up, down) - Power on / off - Reset switch
Keyboard LED Lights	<ul style="list-style-type: none"> - Built-in 39 keys extractable QWERTY keyboard - Event notification - Charge status - CDMA signals

Connection

Infrared I/O port	<p>SIR</p> <p>22 pin individual port for signals (for USB slave, Serial, and power)</p>
Audio Bluetooth	<p>Stereo headphone jack (2.5Ø)</p> <p>1.1 compliant</p>

Audio

Audio controller	AGC
Microphone/Speaker	Built-in
Headphone	WAV/WMA/MP3 stereo





Power Supply


Battery	<ul style="list-style-type: none"> - Main : 1490mAh Removable, rechargeable Li-ion Polymer battery, data retention time : 72 hrs - Backup : 20mAh rechargeable, Data retention time : 20 mins. (in full charge) Battery life:150hrs of PDA only (without RF) [TBD] -Talktime: 3~4hrs (at normal RF Tx power level) - Standby: 168hrs
AC adapter	<ul style="list-style-type: none"> - AC input / Frequency :100 ~ 240 VAC / 50 ~ 60Hz

Troubleshooting



If you encounter any problems with your Pocket PC Phone, consult the following **Trouble Guide**. If you are still having problems after reviewing these, contact **Technical Support** or your dealer.

Operating Problems

Problem	Solution
<ul style="list-style-type: none"> My Pocket PC Phone keeps turning itself off. 	<p>Your Pocket PC Phone is designed by default to turn itself off if not used for 3 minutes. This period can be set up to 5 minutes. Check the auto-off function on the Advanced tab on Power setting in Chapter 5.</p>
<ul style="list-style-type: none"> My Pocket PC Phone is not making any sound. 	<ol style="list-style-type: none"> 1 Tap  at the right corner of title bar to check the volume status. 2 Check the settings of Sound and Notifications on the Personal tab by tapping  → Settings.
<ul style="list-style-type: none"> My Pocket PC Phone does not vibrate when the phone rings or alarms occur. 	<ol style="list-style-type: none"> 1 Tap  in the right corner of title bar to check if the vibrate function is activate. 2 Check the setting of Sound and Notifications on the Personal tab by tapping  → Settings. 3 Check the event note in your Calendar to see if the Reminder has been activated.
<ul style="list-style-type: none"> Screen freezes or no response 	<p>Reset your device. See Reset your Pocket PC Phone and clear memory section in Appendix A.</p>
<ul style="list-style-type: none"> Screen is blank. 	<p>If your Pocket PC does not respond when you briefly press the Power button, press and hold the button for a full second. If that does not work :</p> <ol style="list-style-type: none"> 1 Plug the AC power into the device to charge it. 2 Reset the device. See Reset your Pocket PC Phone and clear memory section in Appendix A.

Problem	Solution
<ul style="list-style-type: none"> ■ Screen is dark. 	<ol style="list-style-type: none"> 1 Check the Brightness setting by tapping  → Settings → System tab → Backlight → Brightness tab. 2 Prolonged exposure to direct sunlight may also cause your Pocket PC Phone screen to temporarily darken. This is normal for LCD screens and is not permanent.
<ul style="list-style-type: none"> ■ A warning message about Running out of memory pops up on the screen. 	<p>Memory on you Pocket PC Phone is shared between storage memory and program memory :</p> <ol style="list-style-type: none"> 1 Delete any unnecessary information you have entered to release storage memory space. 2 Delete the unnecessary programs you have installed to release program memory space. <p>See Managing memory section in Appendix A.</p>
<ul style="list-style-type: none"> ■ The warning message about Battery low pops up on the screen. 	<p>Plug the AC power in to your device to charge it.</p>
<ul style="list-style-type: none"> ■ Screen is hard to read, or the text on the screen is too small for you. 	<p>If you are having a hard time viewing a document in Notes, try changing the size of the view, just tap a zoom percentage on the Tools menu.</p> <ol style="list-style-type: none"> 1 In Pocket Word and Pocket Excel, on the View menu, tap Zoom and then select a zoom percentage. 2 In Pocket Internet Explorer, on the View menu, tap Text Size and then select a size. 3 In Pocket Outlook data, try enlarging the display font. To do this within Calendar, Tasks or Contacts, tap Tools, then Options, and then select Use large font.

Tapping and Writing Problems

Problem	Solution
<ul style="list-style-type: none"> Device buttons do not respond or bring up the wrong program. 	<p>Check the Buttons setting to see if the program assignment for each function button is set as you want. Tap  → Settings → Personal tab → Buttons. For detailed information about Button settings, see Chapter 5.</p>
<ul style="list-style-type: none"> Inaccurate response to stylus taps. 	<p>Adjust the touch screen to respond more accurately to screen taps. Tap  → Settings → System tab → Screen → Align Screen.</p>
<ul style="list-style-type: none"> Pocket PC does not recognize handwriting. 	<p>For your Pocket PC to recognize your handwriting input with the stylus, you need to use Transcriber writing. To learn how to write in Transcriber, see Chapter 2.</p>

ActiveSync Problems

Problem	Solution
<ul style="list-style-type: none"> ActiveSync operation cannot be performed or connected. 	<ol style="list-style-type: none"> Make sure the ActiveSync cradle/cable is connected securely. Make sure you have installed the ActiveSync software included on the Pocket PC Phone 2003 companion CD. Make sure you selected Local USB or Local Serial, as appropriate, from the Connection Settings on ActiveSync Manager menu on your desktop computer. If you are using the optional serial cradle/cable, make sure you are not running another program which also works with the serial port you selected when installed. If ActiveSync still doesn't work, remove the ActiveSync software from your desktop computer then re-install it.

Problem

Solution

- ActiveSync is connected, but data or information cannot be transferred.
On your desktop computer, check the **Sync Options** on **ActiveSync Manager** menu to see if the information type for the program you want has been selected for synchronizing. See more details about synchronizing information in **Chapter 4**.

Connection Problems

Problem

Solution




- Unable to use **Infrared (IR)** to transfer information.
Try the following:
 - 1 Line up the IR ports so that they are unobstructed and within a close range with **20cm**.
 - 2 Make sure nothing is between the two IR ports.
 - 3 Adjust the room lighting. Some types of light interfere with IR connections. Try moving to a different location or turning off some lights.

- Cannot connect to **Internet**, **web surfing** doesn't work.
Try the following :
 - 1 Check that you have set up and connected to an Internet service provider.
 - 2 Check that your wireless connection to your mobile service provider is switched on and the signal is unobstructed.
 - 3 Verify with your Internet service provider that your user name and password are correct.See **Chapter 7 Getting Connected**. Additional information is also available in **Connections Help** on the Pocket PC Phone and **ActiveSync Help** on the PC.

Problem

- Problems in **cable** and **cradle** connection.

Solution

- 1 Ensure your Pocket PC Phone is turned on.
- 2 Ensure that you do not have any other active connections . Tap  → **Today**, and then tap  or  at the bottom of the screen and then Disconnect.
- 3 Ensure the cable is securely plugged into the COM port on the back of your PC. Use the cable that came with the Pocket PC Phone without any extra cables or extenders attached.
- 4 Plug the other end of the cable securely into the correct port on your Pocket PC Phone. If you are using a cradle, push your Pocket PC Phone securely into the cradle.

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